



Alder Community
High School

Provider Access Policy Statement

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This policy was agreed by governing body delegation to the XXX Committee on: This policy supersedes all previous policies relating to this area.			
Implemented:		Review date:	
Statutory <input type="checkbox"/> Non-statutory <input type="checkbox"/> Required to be on school website <input type="checkbox"/>			

1. Aims

At Alder Community High School, we aim to provide all pupils from year 8 to 11 with meaningful opportunities to explore a wide range of future options.

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to pupils for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a provider who is given access

As a school we aim to:

- Develop knowledge and awareness among our pupils of all career pathways available to them, including technical qualifications and apprenticeships
- Support pupils in learning more about opportunities for education and training outside of school, before they make crucial choices about their future options
- Eradicate drop-out from courses and avoid the risk of pupils becoming NEET (not in education, employment or training)

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 7 to 11 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 7 to 11 (see more detail in section 2.1 below).

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these pupils.

This is outlined in:

- Section 42B of the [Education Act 1997](#)
- [Education and Skills Act 2008](#)
- [The School Information \(England\) Regulations 2008](#)
- The [Skills and Post-16 Education Act 2022](#)
- Guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](#)

This policy shows how our school complies with these requirements.

3. Pupil entitlement

All pupils in years 7 to at 11 at Alder are entitled to:

- Find out about further education training, technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships, e.g. through activities and events such as options events, assemblies, careers fairs and taster days.
- Understand how to make applications for the full range of academic and technical courses
- Have a minimum of 4 encounters with providers

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum: share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers explain what career routes those options could lead to provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider) answer questions from pupils. As a school we provide complementary experiences but encounters outside of school hours won't count towards these requirements.

We will offer a minimum of 2 encounters to pupils in year 7, 8 and 9 and a further two encounters for pupils in year 9 and 10. Access to providers is available and promoted to allow all pupils to access information about other providers of further education and apprenticeships. We are committed to encouraging all pupils to make decisions about their future based on impartial information.

Pupils in year 7, 8 and 9

All pupils in these year groups are offered: 2 encounters with education and training providers

- All pupils must attend
- Encounters can take place any time during year 7, 8, and between 1 September and 28 February during year 9

Pupils in year 10 and 11

All pupils in these year groups are offered, as a minimum: 2 encounters with education and training providers

- All pupils must attend
- Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

3.1 Meaningful encounters with providers

Our school is committed to providing meaning encounters for all pupils.

A meaningful encounter:

- Is where the pupil can explore what it is like to learn, develop and succeed in that environment

- Involves meeting both staff and learners/trainees
- Has a clear purpose
- Is underpinned by learning outcomes that are appropriate to the needs of the pupil
- Involves a 2-way interaction between the pupil and the provider
- Includes information about the provider, such as their recruitment and selection processes, the qualifications that provider offers and the careers these could lead to
- Describes what learning or training with the provider is like
- Is followed by opportunities for the pupil to reflect on the insights, knowledge or skills gained through the encounters.

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact, Sarah Dawson, Assistant headteacher and Careers leader.

Telephone: 0161 368 5132

Email: admin@alderchs.uk

4.2 Information we ask from providers

As a school we ask each provider to provide the following information for our pupils:

- Information about your provision and the approved qualifications or apprenticeships you offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with you is like
- Answers to any questions from pupils

4.3 Opportunities for access

There are several events, integrated into our careers programme, that offer providers an opportunity to come into school to speak to pupils and/or their parents/carers.

Please speak to our Assistant headteacher and careers to identify the most suitable opportunity for you.

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 7	WeAreAlder day 1 Explore Event PD and Assembly programme	WeAreAlder day 2 NCW/NAW Parents Evening	WeAreAlder day 3
YEAR 8	WeAreAlder day 1 Explore Event PD and Assembly programme Parents Evening	WeAreAlder day 2 NCW/NAW	WeAreAlder day 3
YEAR 9	WeAreAlder day 1 Explore Event PD and Assembly programme	WeAreAlder day 2 NCW/NAW Parents Evening	No encounters – encounters must have taken place by 28 February
YEAR 10	WeAreAlder day 1 Explore Event PD and Assembly programme	WeAreAlder day 2 NCW/NAW	WeAreAlder day 3 Parents Evening
YEAR 11	WeAreAlder day 1 Explore Event PD and Assembly programme Parents Evening	WeAreAlder day 2 NCW/NAW	No encounters – encounters must have taken place by 28 February Confirmation of post-16 education and training destinations for all pupils

4.4 Live online encounters

We will consider requests for live online encounters with providers, which may be broadcast into classrooms or the school assembly hall. We will need to carry out technology checks in advance to make sure systems are compatible.

4.5 Granting and refusing provider access requests

Each access request will be considered on a case-by-case basis.

We will grant access requests where there is opportunity for a positive contribution to our careers programme.

4.6 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors. You can find the policy under the policy section of our school website.

Education and training providers will be expected to adhere to this policy.

4.7 Premises and facilities

We will provide an appropriate room or assembly hall, with the necessary equipment providers require to carry out their visit effectively – details will be agreed with the provider.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception or with our careers lead.

Providers will be met and supervised by a member of staff who will facilitate their visit.

6. Previous providers

In previous terms/years we have invited the following providers from the local area to speak to our pupils:

- Tameside College
- Clarendon College
- Ashton Sixth Form College
- Xaverian College
- Aquinas College
- Marple and Cheadle college
- The Manchester College
- Stepan
- Balfour Beatty
- Whitecroft lighting

7. Pupil destinations

Last year, our year 11 pupils moved to a range of providers after school:

- Ashton Sixth Form College
- Tameside College
- Clarendon College
- Stockport College
- Aquinas Sixth Form College

- The Manchester College

8. Complaints

Any complaints related to provider access can be raised following the school complaints procedure.