

Provider access policy statement

Lever Park Academy



Approved by:	Daniel Prendergast	Date: 25/03/25
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1. Aims

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

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 8 to 13 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 8 to 13 (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](#), the [Skills and Post-16 Education Act 2022](#) and on page 43 of 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.

2.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
 - All pupils must attend
 - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
 - All pupils must attend
 - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
 - Pupils can choose to attend

- Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

These encounters must happen for a reasonable period of time during the standard school day. Schools can continue to provide complementary experiences, but encounters outside of school hours won't count towards these requirements.

Schools must ask each provider to provide the following information as a minimum:

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

2.2 Meaningful provider Encounters

Lever Park is committed to providing meaningful encounters to all pupils.

1 encounter is defined as 1 meeting/session between pupils and 1 provider.

At Lever Park we will

- Implement a progressive programme that aims to broaden horizons, and scaffolds development of the knowledge and understanding required for students to identify their best next steps.
- Ensure that pupils gain knowledge of all available routes at key transitions, including technical and vocational.
- Use destination data and Labour Market Information (LMI) to identify any gaps and implement appropriate intervention. This information will enable us to inform continuous improvement and ensure that our young people are supported to understand opportunities through encounters and experiences of the workplace.
- We will collect and review destination data to shape key encounters required to meet the needs of our students.
- Utilise the Future Skills questionnaire annually and analyse the data gathered to inform continuous improvement in identifying gaps in pupil's knowledge and skills and informing practice.
- Lever Park school also offer, meaningful live online engagement over Microsoft teams.

3. Pupil entitlement

All pupils in years 8 to 11 at Lever Park are entitled to:

- › Find out about 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.
- › Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact:

Daniel Prendergast Key Stage 4 Lead

Lever Park School, Stocks Park Drive, Bolton BL6 6DE

Bolton Impact Trust

☎:01204 332666

✉:prendergastd@boltonimpacttrust.org.uk

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 7	Career Skills Audit		Rocket Car and Fly to the line Challengeg STEM Projects
YEAR 8		Rocket Car and Fly to the line Challengeg STEM projects	Budget and financial planning lessons
YEAR 9		Mock Interviews	Key Stage 4 Options
YEAR 10	Work Experience opportunities	Work Experience opportunities	Work Experience opportunities Meetings with connexions advisor School interviews
YEAR 11	Post-16 provider open evenings apprenticeships talks and training provider visits Meetings with connexions advisor Post-16 applications	Post-16 interviews support with applications	

Please speak to our careers lead to identify the most suitable opportunity for you.

4.3 Safeguarding

Any provider visiting the school will be asked to sign in at reception and will be provided with a visitor's badge, which they must wear for the duration of the visit. They will be met by the staff member in charge of the visit and escorted into the school, to their area - whether this be a classroom or within one of the vocation areas. During their visit, providers will be escorted around the building and will be supervised at all times. If the provider has a DBS we will ask to see this before their arrival. At any event / workshops, providers will be

informed that no personal information can be shared with a young person. They must not use their mobile phones to video events or to take images.

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this [policy](#).

4.4 Granting and Refusing access

We will always try to provide access wherever possible. Access to pupils may be granted / refused based on the following criteria:

- The needs of the pupils
- The needs of the curriculum
- Timing of request (e.g. not during exam/assessment periods)
- Timing of the academy day
- Nature of request from the provider
- Number of requests received from providers
- Number of requests received for a particular cohort of students
- Quality of previous interactions with our pupils

This list is not exhaustive and each access request will be considered on a case by case basis. The decision to grant or deny access to pupils will be made by the Academy Lead

4.5 Premises and Facilities

Providers can access appropriate spaces when attending the school. These spaces include, classrooms of various sizes, motor vehicle department, hair and beauty salon, catering kitchen, sports hall depending upon the need and the purpose of the visit. All of the main classrooms have large screens and access to computers for presentations.

Room availability, and access to any equipment needed can be discussed as part of the booking process with Daniel Prendergast (Careers Lead). Providers can leave prospectuses or other material for students to access post visit.

Providers will be informed of any incidences that may affect the visit from taking place with as much notice as possible, such as any public health incidents, including COVID-19

5. Previous providers

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

- › Qube Learning
- › British Army
- › Alliance Learning
- › North Lancashire Training Group
- › Bolton College
- › Wigan and Leigh College
- › Bolton Wanderers Community Team
- › Sandi Holt Thai Boxing

6. Pupil destinations

Last year, our year 11 pupils moved to a range of providers in the local area after school:

Destination	2018	2019	2020	2021	2022	2023	2024
Education	11.8%	40%	52.6%	45.5%	52.6%	26.7%	46.2%
Work Based Learning	52.9%	30%	5.26%	13.6%	10.5%	20%	19.2%
Full Time Employment	0%	0%	5.26%	13.6%	5.3%	0%	15.4%
Voluntary Work	5.9%	0%	5.26%	4.5%	0%	0%	0%
Total EET	70.6%	70%	68.4%	77.3%	68.4%	46.7%	80.8%
Unemployed Available To The Labour Market	23.5%	30%	26.3%	9.1%	26.3%	53.3%	15.4%
Unemployed Unavailable To The Labour Market	0%	0%	5.26%	13.6%	5.3%	0%	3.8%
Total NEET	23.5%	30%	31.6%	22.7%	31.6%	53.3	19.2%
Moved Out Of Contact	0%	0%	0%	0%	0%	0%	0%
No response	5.9%	0%	0%	0%	0%	0%	0%
Total Other	5.9%	0%	0%	0%	0%	0%	0%

7. Complaints

Any complaints related to provider access can be raised following the [school complaints procedure](#) or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

8. Links to other policies

- > [Safeguarding/child protection policy](#)
- > [Careers guidance policy](#)
- > [Curriculum policy](#)
- > [Complaints policy](#)

9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to pupils are monitored by Daniel Prendergast (Key Stage 4 Lead)

This policy will be reviewed by Daniel Prendergast, Key Stage 4 annually
At every review, the policy will be approved by the governing board.