



# Provider Access Policy

## September 2023



### Introduction

This policy Statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose of providing them with information regarding the provider's education or training offer at each transition point. This complies with the school's legal obligation under section 42B of the education act 1997.

All pupils in years 8-11 are entitled:

- To find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training opportunities available at each transition point;
- To hear from local providers and the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- To understand how to make applications for the full range of academic and technical courses.

**For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11).**

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.

### Meaningful provider encounters

One encounter is defined as one meeting/session between pupils and one provider. We are committed to providing meaningful encounters to all pupils using the [Making it meaningful checklist](#).

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

### Destinations of our pupils

Last year our year 11 pupils moved to range of providers in the local area after school: This included: Newcastle College (NCSG), Cheshire College South & West, Reaseheath College, Stoke on trent Sixth form college.

## Management of Provider Requests

Procedure – A provider wishing to request access should contact Lee Royall, Assistant Principal – CEIAG Coordinator

Telephone 01782 987800 [lee.royall@madeley.set.org](mailto:lee.royall@madeley.set.org)

Opportunities for access

A number of events on the school calendar, integrate into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and their parents:

Year Group	Autumn 2023	Spring 2024	Summer 2024
8	<p><b>Year 8 parents evening</b></p> <p><b>PD (PSHEe Lessons)</b> Wednesdays 9:05-10:05</p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>	<p><b>National careers &amp; Apprenticeship week</b></p> <p><b>PD (PSHEe Lessons)</b> Wednesdays 9:05-10:05</p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>	<p><b>PD (PSHEe Lessons)</b> Wednesdays 9:05-10:05</p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>
9	<p><b>PD (PSHEe Lessons)</b> Wednesdays 9:10-10:10</p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>	<p><b>Year 9 Options and Parents Evening</b></p> <p><b>PD (PSHEe Lessons)</b> Wednesdays 9:10-10:10</p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>	<p><b>PD (PSHEe Lessons)</b> Wednesdays 9:10-10:10</p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>
10	<p><b>PD (PSHEe Lessons)</b></p> <p><b>Assemblies:</b></p>	<p><b>PD (PSHEe Lessons)</b></p> <p><b>Year 10 parents evening</b></p>	<p><b>Year 10 parents evening (TBC)</b></p>

	<p>Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>	<p><b>PD (PSHEe) drop down days</b></p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>	<p><b>PD (PSHEe Lessons)</b> Wednesdays 9:05-10:05</p> <p><b>Preparing for Work Experience Day (TBA)</b></p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>
11	<p><b>College and training provider Presentation day</b></p> <p><b>PD (PSHEe) Drop down day</b></p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>	<p><b>Year 11 parents evening</b></p> <p><b>PD (PSHEe) drop down days</b></p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>	<p><b>PD (PSHEe) drop down days</b></p> <p><b>Assemblies:</b> Providers can use assemblies to present their offer to full cohorts or to those interested.</p> <p><b>Lunch time drop ins:</b> Providers can hold drop in sessions by prior arrangement</p>

### Premises and facilities

The school will make the main hall or classrooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the main reception desk.

### Complaints:

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

Policy Review:

Signed by: ..... (Principal)

Signed by: ..... (Chair of  
Academy Council)

Date: .....

Next Review Date: September 2024