This policy statement could be integrated into a wider careers plan or strategy for your school or college.

***Portland School*: Provider Access Policy**

### Introduction

This policy sets out Portland School’s arrangements for managing access to external providers who wish to share information about their education, training, or employment opportunities. It complies with the school’s legal obligations under Section 42B of the Education Act 1997, including the Provider Access Legislation (PAL) requirements.

### **Pupil entitlement**

All pupils in years 8 to 11 are entitled:

* to find out about technical education qualifications and apprenticeship opportunities as part of a careers programme which provides information on the full range of education and training options available at each transition point.
* to hear from a range of local providers about 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 will include:**

* A minimum of two provider encounters for pupils in Years 8-9 (first key phase).
* A minimum of two provider encounters for pupils in Years 10-11 (second key phase).

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**

Each provider engagement will consist of a structured session between pupils and a representative from an education, training, or apprenticeship provider. The school is committed to ensuring these engagements are meaningful and relevant, following the "Making it Meaningful" checklist. ([Making it meaningful checklist](https://resources.careersandenterprise.co.uk/resources/making-it-meaningful-benchmark-7))

Where appropriate, virtual engagements may also be offered to ensure accessibility and flexibility for all pupils.

### **Previous providers**

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

* Stoke-on-Trent College
* Royal Navy
* Armed Forces
* Caudwell Children
* Better Together Community
* Stoke-on-Trent Community Trust

### **Pupil Destinations**

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

* Martec
* Stoke-on-Trent College
* Newcastle College

**Management of provider access requests**

A provider wishing to request access should contact,

**Sibgha Amin, Preparation for Adulthood/Careers Lead, sibgha.amin@portland.set.org**

### **Opportunities for access**

The school offers the six provider encounters required by law (marked in bold text) and a number of additional events integrated into the school careers programme.

We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

Please speak to our Careers Lead to identify the most suitable opportunity for you.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Autumn Term** | **Spring Term** | **Summer Term** |
| Year 8 | **Event for**  **University**  **Technical College** | Employer event for pupils, parents – market stall event giving overview of local, regional and national opportunities and skills requirement | Technical/vocational tasters at local college/s, training providers |
| Year 9 | Meeting with careers adviser | **KS4 options event – Y college and Z apprenticeship provider attending to give presentations to pupils** | *No encounters – legislation requires encounters to take place by 28 February if in year 9* |
| Year 10 | **Post 16 technical education options assembly with General Further**  **Education**  **College**    Life Skills – work experience preparation sessions | Technical/vocational tasters at local college/s, training providers | Technical/vocational tasters at local college/s, training providers |
| Year 11 | Post 16 provider open evenings. **Post 16 apprenticeships assembly**  Meetings with careers adviser Post 16 applications | Post-16 interviews | *No encounters – legislation requires encounters to take place by 28 February if in year 11*  Confirmation of post-16 education and training destinations for all pupils |
| Year 12 | **Higher Education**  **fair**  **for a variety of HE providers including local**  **Further Education colleges** | Small group sessions: future education, training and employment options  Meetings with careers adviser | Technical/vocational tasters at local college/s, training providers |
|  | **Autumn Term** | **Spring Term** | **Summer Term** |
| Year 13 | **Post 18 assembly – with higher and degree apprenticeship providers** Workshops – HE and higher apprenticeship applications | Meetings with careers adviser | *No encounters – legislation requires encounters to take place by 28 February if in year 13*  Confirmation of post-18 education and training destinations for all pupils |