Werneth School: Provider Access Policy Statement

1. Introduction

This policy statement sets out Werneth School's arrangements for managing the access of education and training providers to pupils at the school. It ensures providers can give pupils direct information about the technical education qualifications and apprenticeships they offer.

This policy complies with our legal obligations under **Section 42B of the Education Act 1997**, the **Skills and Post-16 Education Act 2022**, and the Department for Education (DfE) Statutory Guidance for Careers Guidance and Access for Education and Training Providers.

Werneth School (part of the Education Learning Trust) serves a comprehensive intake of young people aged 11 to 16 of all abilities and backgrounds, primarily from Bredbury, Romiley, Woodley, and Brinnington. We are committed to establishing strong working relationships with further education providers, training organisations, and employers to ensure all pupils make informed choices about their next steps.

2. Pupil Entitlement

All pupils in **Years 7 to 11** are entitled to receive independent, impartial careers guidance.

Under the Provider Access Legislation (Baker Clause), all pupils in **Years 8 to 11** are legally entitled to:

- **Learn about technical routes.** Pupils must find out about technical education qualifications and apprenticeship opportunities as part of a careers programme that covers the full range of options at each transition point.
- **Meet local providers.** Pupils must hear directly from a range of local providers about the opportunities they offer—including T Levels, apprenticeships, and other technical qualifications—through options events, assemblies, group discussions, and taster events.
- **Understand application processes.** Pupils must learn how to apply for the full range of academic and technical courses available to them.

Mandatory Provider Encounters

As an 11–16 school, Werneth School is legally required to provide **at least four meaningful encounters** with approved providers of technical education and apprenticeships for all pupils:

- **First key phase (Years 8 and 9):** At least **two encounters** for all pupils during the first key phase (mandatory for all pupils to attend).
- **Second key phase (Years 10 and 11):** At least **two encounters** for all pupils during the second key phase (mandatory for all pupils to attend).

Encounters take place during the main school day to ensure every pupil can participate. We actively work with the Greater Manchester Combined Authority (GMCA) Careers Hub to ensure our encounters align with regional pathways, including the Greater Manchester Baccalaureate (MBacc).

3. Meaningful Provider Encounters

One encounter is defined as one meeting or session between pupils and one provider. Werneth School is committed to providing meaningful encounters that meet national quality standards.

During each encounter, we will give the provider a reasonable amount of time to:

- **Share institutional information.** Explain who they are and detail the approved technical education qualifications or apprenticeships they offer.
- **Outline career pathways.** Explain the career routes and progression opportunities linked to those qualifications.
- **Provide practical insights.** Describe what it is like to learn or train with them, including opportunities for pupils to meet current staff, students, or apprentices where possible.
- **Answer questions.** Respond directly to pupil questions to support informed decision-making.

(Note: Werneth School also welcomes requests from providers offering live virtual encounters where appropriate, though these complement rather than replace our core face-to-face programme).

4. Management of Provider Access Requests

Procedure

A provider wishing to request access should contact our Careers and Work-Related Learning Coordinator in the first instance:

- **Contact:** Mrs Pamela Mason (Careers and Work-Related Learning Coordinator) pamela.mason@wernethschool.com
- **Strategic Lead:** Mrs Natalie Smith-O'Connell (Associate Assistant Principal / Careers Lead) natalie.smith@wernethschool.com

- **Telephone:** 0161 494 1222
- **Email:** When submitting a request, providers must outline:
    - Who they represent and the nature of their education or training offer.
    - Their aims for the session and which year group(s) they wish to target.
    - How many staff will attend and any ICT or specialist room requirements.

Opportunities for Access

Werneth School delivers a comprehensive Careers Education, Information, Advice and Guidance (CEIAG) programme integrated into the school curriculum. A full overview of our annual careers plan is available on the **Careers** section of our website.

Providers are invited to review our careers plan and contact Mrs Mason to identify the most suitable opportunity to support our pupils—such as Year 8/9 options events, Year 10/11 career fairs, assemblies, or targeted workshops.

Grounds for Granting and Refusing Requests

We aim to accommodate provider requests wherever possible. Access may be granted or refused based on the following criteria:

- **Pupil and curriculum needs.** Whether the offer aligns with the developmental needs of the cohort and supports the school curriculum.
- **Timing and school calendar.** Whether the requested date avoids busy examination, mock, or assessment periods, and fits within the structure of the school day.
- **Nature and volume of requests.** The suitability of the provider's offer and the number of requests already scheduled for that specific cohort or term.
- **Quality of previous interactions.** Feedback and safeguarding compliance from any previous visits to the school.

Each request is assessed on a case-by-case basis. The final decision to grant or refuse access rests with the Headteacher, Mr Daniel Willis, in consultation with the Careers Lead.

5. Premises, Facilities, and Safeguarding

Safeguarding

Our **Child Protection and Safeguarding Policy** (available on the Policies page of the Werneth School website) sets out our approach to allowing visitors into the school.

All education and training providers must read and adhere to this policy before visiting. Once a request is approved, the school will send full instructions regarding visitor sign-in, ID checks, supervision arrangements, parking, and site access.

Premises and Facilities

- **Spaces.** The school will make suitable spaces available for discussions between the provider and pupils, such as the main hall, classrooms, or meeting rooms, depending on the activity.
- **Equipment.** Audio-visual, ICT, and other specialist equipment can be provided to support presentations if requested and agreed in advance.
- **Prospectuses and Literature.** Providers are welcome to leave copies of their prospectuses or course literature with the Careers Lead, which will be made available to pupils in the school library and careers hub.

6. Complaints Procedure

Any provider who wishes to raise a concern or make a complaint regarding access arrangements should follow the **Werneth School Complaints Policy**, available on our website. Complaints should be addressed in the first instance to the Principal. If a provider feels the school has failed to comply with its legal duties under Section 42B of the Education Act 1997, they may also refer the matter to the Careers & Enterprise Company or the Department for Education.

7. Policy Approval and Review

- **Careers Lead:** Mrs Natalie Smith-O'Connell (Associate Assistant Principal)
- **Careers & Work-Related Learning Coordinator:** Mrs Pamela Mason
- **Principal:** Mr Daniel Willis
- **Approving Body:** Werneth School Local Governing Board / Education Learning Trust
- **Date Approved:** 10/11/2026
- **Next Review Date:** 10/11/2027