

Provider access policy statement

The Lady Byron School



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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. 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 person who is given access

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 students.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 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
 - The Lady Byron School will 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

At Lady Byron School the careers pathway has dedicated time within our Curriculum (weekly) from KS3 through to KS4 supported by the Gatsby Benchmarks. In addition to our weekly sessions, we have an external provider that works 1-1 with our students once every term.

2.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils.

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

Meaningful live online engagement is also an option at our school.

3. Student entitlement

All students in years 8 to 13 at The Lady Byron 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, e.g. through activities and events such as options events, assemblies and taster events
- Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

The procedures that providers must follow when requesting access to students.

A provider wishing to request access should contact Alison Siddons, Deputy Head & Curriculum Lead.

Telephone: 01164670811

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:

- Partnership with Tarmac, throughout the Year
- STEM
- External Careers advisor
- Parent/Carer meeting with careers advisor
- Duke of Edinburgh as part of Active Skills Curriculum
- Partnership with local colleges & External providers
- Basic Food Hygiene (KS4 specific)

For more information see the Careers statement on our School website.

Please speak to our Careers lead Ellie Green to identify the most suitable opportunity for you.

These events will run in line with any measures related to public health incidents, including COVID-19.

4.3 Safeguarding

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 Premises and facilities

- facilities will be available to enable providers to access students, e.g. rooms, specialist equipment such as audio and visual devices
- Providers can leave prospectus or other material for students to read
- measures relating to public health incidents, including COVID-19 will be in place

5. Previous providers

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

Tarmac

Alternative Provision provider companies.

6. Pupil destinations

Last year we had no Year 11 pupils on roll.

7. Complaints

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

8. Links to other policies

Outline any links to other policies you have, such as:

- 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 students are monitored by Alison Siddons Deputy Headteacher and Curriculum Lead

This policy will be reviewed by Caroline England Headteacher, annually.

