

Careers: Provider Access Policy Statement

Lord Grey Academy



Approved by:	Samantha Satyanadhan	Date: 27th March 2024
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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 six encounters with technical education or training providers to all students 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 six encounters schools must offer to all students in years 8 to 13

Schools must offer:

- Two encounters for students during the 'first key phase' (year 8 or year 9)
 - All students must attend
 - Encounters can take place during the school's term times for year 8 and year 9
- Two encounters for students during the 'second key phase' (year 10 or year 11)
 - All students must attend
 - Encounters can take place any time during the school's term times for year 10, and between 1st September and 31st March for year 11; (excepting during Pre-Public Examinations for both year groups)
- Two encounters for students during the 'third key phase' (year 12 or year 13)
 - Students can choose to attend
 - Encounters can take place any time during the school's term times for year 12, and between 1st September and 31st March for year 13; (excepting during Pre-Public Examinations for both year groups).

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 will not 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 students.

The school will complete an event proforma for each provider event to collect the above information. Students and staff will be notified of the event at least two-weeks before it happens, through the weekly staff communications bulletin. Tutors will take responsibility for guiding students to bring appropriate prepared questions to the event to ask providers.

2.2 Meaningful provider encounters

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

One encounter is defined as one meeting/session between students and provider.

Each student will have one mandatory meaningful encounter per academic year. These events will be a question and answer panel event. They will be called "An Audience With...". Providers will outline their apprenticeships, T-Levels or Higher Technical Qualifications offers using a blended approach of video, PowerPoint and spoken presentation. Students will then ask questions of the Provider to boost their understanding of the opportunities being presented to them. The Careers team will host these events. Teaching staff will register students and remain for the event to manage student behaviour.

Meaningful live online engagement is also an option at our school. For example, participation in Amazing Apprenticeships, Big Assembly, February annually.

Students will have opportunities to participate in smaller careers events where local, regional, and national providers will provide advice, information and guidance on their job role opportunities and the education and training pathways available to those job roles.

3. Student entitlement

All students in years 8 to 13 at Lord Grey Academy School are entitled to:

- Find out about academic education qualifications, 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, regional, and national providers about the opportunities they offer, including academic, 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, apprenticeships, and traineeships.

4. Management of provider access requests

4.1 Procedure

Providers wishing to participate in our Provider Access Legislation careers events, or to participate in other careers events (see our careers programme) should contact:

Samantha Satyanadhan Associate Principal or Renuka Patel, Careers Adviser/Lead

Email: s.satyanadhan@lordrey.org.uk R.Patel@lordgrey.org.uk

Telephone: 01908 626180

Renuka works Tuesday to Thursday (term-time)

You can contact our Careers Support, Isabelle Wallace, i.wallace@lordgrey.org.uk from Monday - Friday (term time) for further support.

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:

In the following table:

- Outline examples of the opportunities provided for training and education providers to speak to students and/or their parents/carers
- Set out the times at which access will be given

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Opportunities for Providers to participate in: -Careers in the Curriculum Talks -STEM Challenges	Opportunities for Providers to participate in: -Careers in the Curriculum Talks -STEM Challenges - Apprenticeship Assembly - National Careers Week	Opportunities for Providers to participate in: - Careers drop down day - PAL event - Careers in the Curriculum talks - Work Tree event

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 9	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> -Careers in the Curriculum Talks -Work ready programme (KPMG) 	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> -Careers in the Curriculum Talks - An Audience with event - Raising female aspiration in employment -National apprenticeship week - National Careers Week. 	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> -An Audience With, Provider Access Legislation Event - Careers in the Curriculum Talks - Careers Drop down day. - SEN Careers Fair.
YEAR 10	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> -Careers in the Curriculum Talks -Provision of work placements (one-week duration) 	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> -Careers in the Curriculum Talks - Trip to MK College. - DHL Outward Bound Assessment Days. - Awareness Assembly. - National Careers Week. 	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> -An Audience With, Provider Access Legislation Event - Careers in the Curriculum Talks - Job specific guidance meetings (small group) - SEN Careers Fair.
YEAR 11	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> - Job specific guidance meetings (small group) - CV workshops - Apprenticeship workshops - Interview skills workshops - Careers in the curriculum talks - Assembly on further education and training pathways - Passport to Success evening. 	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> - Careers in the Curriculum Talks -College/UTC events -Training provider events - Student progress meetings (families) - Apprenticeship events - An Audience With, Provider Access Legislation Event - MK College Yellow Bus visit. - National Careers Week. - National Apprenticeship Week. - Employer Workshops. 	<ul style="list-style-type: none"> - Confirmation of post-16 education and training destinations for all students - SEN Careers Fair. - Speakers for schools online work experience. - Careers in the Curriculum Talks.

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 12	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> -CV Workshops -Apprenticeship workshops -Interview skills workshops -Careers in the curriculum talks - An Audience With, Provider Access Legislation Event - Access Adviser talk on Russell Group Universities. 	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> - Careers in the Curriculum Talks -University events - Apprenticeship events - Mock Interviews. - Awareness of Higher Education. - Apprenticeship Fair. - Journey into employment. - MK College Yellow Bus visit. 	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> -University events -Apprenticeship events -Gap Year events -UCAS Fair trip -Personal guidance meetings - Higher & Degree Apprenticeship workshop. - Careers in the curriculum talks.
YEAR 13	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> -CV Workshops -Apprenticeship workshops -Interview skills workshops -Careers in the curriculum talks - An Audience With, Provider Access Legislation Event 	<p>Opportunities for Providers to participate in:</p> <ul style="list-style-type: none"> - Careers in the Curriculum Talks - Student progress meetings (families) - Apprenticeship events - FCDO Apprenticeship workshop. 	<p>Confirmation of post-18 education and training destinations for all students</p> <ul style="list-style-type: none"> - Higher & Degree Apprenticeship workshop.

Please speak to our Careers Team (details above) to identify the most suitable opportunity for you. These events will run in line with any measures related to public health incidents.

4.3 Granting and refusing access

The school will be unable to grant access to Providers during:

- School examination periods for any year group, including Pre-Public Examinations (mocks)
- School holidays
- Dates where there are already other provider events booked.

4.4 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.

4.5 Premises and facilities

The school can offer:

- Access to ground floor classrooms for groups of up to 30 students
- Use of lecture theatre, sports halls and other sporting facilities, with three-months' notice and where other prior events are not planned for use of these facilities
- Providers are able to use school IT hardware, for example, projection equipment for presentations. Providers must send in presentations to the school at least two-school weeks before the event. Providers will **not** be able to use their own laptops or USB sticks
- Providers will be asked to follow any Covid restrictions in place at the time of the event.

5. Previous providers

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

Anglian Water	MK Innovates	DHL
Teen Tech	The Probation Service	MK City Council
David Locke Associates	Niftylift	Network Rail
The Foreign Commonwealth and Development Office Services	MK College	Northampton University
Nuffield Research Centre	BAE Systems	John Lewis
Soccer Assist	Moulton College	MK Christian Foundation
MK Dons SET	Morgan Sindall	EKFB
Amazing Apprenticeships	Galliford Tye	Pearsons
The Department for Work and Pensions	Grace Foundation/Ethos team	Price Waterhouse Cooper (PwC)
Grant Thornton	Aldi	Bedford University
MK University Hospital and local doctors	Nuffield Research Centre	British Army
Santander	Proactive People	National Citizen Service
SEMLEP	Ride High	WorkPays
Trinity College, Oxford University	Thames Valley Police	Education and Employers.org
Unifrog	Rainbow Pharmacy	Wilmott Dixon Construction Ltd

Oxford Brookes/Study Higher/Bletchley Regeneration project/Talent Foundry/Grant Thornton/Bucks New Uni/MK College/ Moulton College/Bucks College Group, Speakers for School, University of Brunel, Royal Aeronautical Society, Bluecube, Talent Foundry/RISE programme, Red Bull, MK Council - Town Planning etc

6. Pupil destinations

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

Sixth Form	35%
College	44
Apprenticeships	2%
Not in Education, Employment or Training	0.7%

Last year, our year 13 students moved to a range of providers after school:

Universities
Higher Education in College
Employment
Apprenticeships

7. Complaints

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

8. Links to other policies

- [Safeguarding/child protection policy](#)
- [CEIAG 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 Ms Renuka Patel, Careers Leader.

This policy will be reviewed by Mrs Sam Satyanadhan, Associate Principal and Ms Renuka Patel, Careers Leader, annually.

At every review, the policy will be approved by Jim Parker, Executive Principal.