



Provider Access Policy

Scope and publication

This policy applies to all at Enfield Grammar School.

The policy is available on request and can be made available in large print or other accessible formats if required. This policy is non-contractual.

Purpose

The Technical and Further Education Act 2017 inserts section 42B into the Education Act 1997 and came into force on 2 January 2018. This new law requires the proprietor of all schools and academies to ensure that there is an opportunity for a range of education and training providers to access all pupils in Year 7 to Year 13 for the purpose of informing them about approved technical education qualifications or apprenticeships.

The independent careers guidance provided:

- Should be presented in an impartial manner, showing **no bias or favouritism towards a** particular institution, education or work option.
- Should include information on the range of education or training options, **including** apprenticeships and technical education routes.
- Should be guidance that the person giving it considers **will promote the best interests of** the pupils to whom it is given.

This policy statement is based on the exemplar provided in Careers guidance and access for education and training providers statutory guidance for governing bodies, school leaders and school staff. DfE January 2018.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/672418/_Careers_guidance_and_access_for_education_and_training_providers.pdf

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Pupil entitlement

All pupils in Years 7-13 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 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.

Provider access requests procedure

A provider wishing to request access should contact our Careers Lead: Nicola Jean-Louis

Telephone: 020 8 ext. 265

Email: njeanlouis@enfieldgrammar.org



Opportunities for access

A number of events, integrated into both the school careers programme and PSHE curriculum, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers. This will be integrated into a wider careers plan or strategy for the school.

	Autumn Term	Spring Term	Summer Term
Year 7	<ul style="list-style-type: none"> Spotlight on Careers – Tutor time sessions Meet the Professionals 	<ul style="list-style-type: none"> Spotlight on Careers – Tutor time sessions National Apprenticeship Week World Book Day National Careers Week Meet the Professionals 	<ul style="list-style-type: none"> Spotlight on Careers – Tutor time sessions Meet the Professionals Enterprise Challenge Trips and Visits
Year 8	<ul style="list-style-type: none"> Spotlight on Careers – Tutor time sessions Meet the Professionals 	<ul style="list-style-type: none"> Spotlight on Careers – Tutor time sessions National Apprenticeship Week World Book Day National Careers Week Meet the Professionals 	<ul style="list-style-type: none"> Spotlight on Careers – Tutor time sessions Meet the Professionals Enterprise Challenge Trips and Visits
Year 9	<ul style="list-style-type: none"> Spotlight on Careers – Tutor time sessions Introduction to eClips CEIAG Drop-in sessions Meet the Professionals 	<ul style="list-style-type: none"> Careers Insight Event GCSE Options support CEIAG Drop-in sessions Spotlight on Careers – Tutor time sessions National Apprenticeship Week World Book Day National Careers Week Business Mentoring Meet the Professionals 	<ul style="list-style-type: none"> LionHeart Challenge – Enterprise Activity CEIAG Drop-in sessions Spotlight on Careers – Tutor time sessions Meet the Professionals Trips and Visits
Year 10	<ul style="list-style-type: none"> Spotlight on Careers – Tutor time sessions ‘What Employers Want’ and the ‘Importance of Work Experience’ CEIAG Drop-in sessions Meet the Professionals 	<ul style="list-style-type: none"> Preparation for Work Experience Careers Insight Event CEIAG Drop-in sessions National Apprenticeship Week World Book Day National Careers Week Meet the Professionals 	<ul style="list-style-type: none"> Work Experience Placements Personal Finance Spotlight on Careers – Tutor time sessions CEIAG Drop-in sessions Trips and Visits
Year 11	<ul style="list-style-type: none"> Advice and Guidance Interviews (1:1) 	<ul style="list-style-type: none"> Careers Insight Event Advice and Guidance 	<ul style="list-style-type: none"> Advice and Guidance Interviews (1:1)



	<ul style="list-style-type: none"> • Apprenticeship Advice and Support • Revision Skills • Meet the Professionals 	<ul style="list-style-type: none"> • Interviews (1:1) • National Apprenticeship Week • World Book Day • National Careers Week • Meet the Professionals 	<ul style="list-style-type: none"> • Apprenticeship Advice and Support • CV & Interview Skills • Spotlight on Careers – Tutor time sessions • Pathways and Destinations – guidance, support and review • Meet the Professionals
Year 12	<ul style="list-style-type: none"> • Life and Employability Skills Development • CEIAG Drop-in sessions • Business Mentoring • Meet the Professionals 	<ul style="list-style-type: none"> • Careers Insight Event • CEIAG Drop-in sessions • National Apprenticeship Week • World Book Day • National Careers Week • Business Mentoring • Trips and Visits • Meet the Professionals 	<ul style="list-style-type: none"> • Writing a Personal Statement • UCAS preparation • Student and Personal Finance • Life and Employability Skills Development • Trips and Visits
Year 13	<ul style="list-style-type: none"> • UCAS Advice and Support • Advice and Guidance Interviews (1:1) • Apprenticeship Advice and Support • Revision Skills • Meet the Professionals 	<ul style="list-style-type: none"> • UCAS Support • Advice and Guidance Interviews (1:1) • Apprenticeship Advice and Support • Careers Insight Event • National Apprenticeship Week • World Book Day • National Careers Week • CV and Interview Skills • Meet the Professionals 	<ul style="list-style-type: none"> • Advice and Guidance Interviews (1:1) • Pathways and Destinations – guidance, support and review • CV and Interview Skills • Meet the Professionals

Please speak to our Careers Lead, Nicola Jean-Louis to identify the most suitable opportunity for you.

Please note, this list is not exhaustive, and our Careers Lead would be willing to work with employers to devise and develop further opportunities for working in partnership with providers.

Granting and refusing access to providers

Granting and refusing access to providers Access will be provided based on meeting the following criteria:

- Adequate room(s) and equipment are available, based on existing timetable and letting commitments
- Staff are available to attend, taking account of participant numbers and teaching timetables and to ensure DBS regulations are met



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- Students are available to attend, depending on the dates requested and curriculum considerations • Providers offer impartial, unbiased and high-quality content, meeting equal opportunity requirements
- Providers are GDPR compliant

Safeguarding

The school is committed to keeping children safe and our 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, which can be found on our school website.

Complaints

Complaints about services from providers who use school premises or facilities should be directed to the provider concerned.

Premises and facilities

The school will make the main hall, sports halls, classrooms or private meeting rooms available for discussions between the provider and students, 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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Library which is available to all students at lunch and break times, as well as before and after school.

Approval and Review

This document was approved on _____ by the Governing Body.

Signed (Chair of Governors): _____