

# **Provider Access Policy Statement**

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Agency Staff	Other
✓	✓

## Published Locations

Trust Website	Academy Website	Aldridge Intranet	Student/Parent planners	On-request
	✓	✓		

**Consultation (Complete as appropriate in line with master policy document)**

With	Reason for Consultation	Final Consultation Date	Version No

**Version History (please note below if a policy has been replaced)**

Version	Reviewer	Revision Date	Nature of Change	Adopted/ Approved by	Approval Date
VI		I-I-11	New Policy with legislation changes Jan 2023	Chair BOT	April 2023

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## 1. Aims

This policy statement aims to set out our academy'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. Rationale

High quality careers education and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications

## 3. Commitment

Duke's Aldridge Academy is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. Duke's Aldridge Academy is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

Duke's Aldridge Academy endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

## 4. Statutory requirements

Academies are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 11 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Academies must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 11 (see more detail in section 2.1 below).

Academies 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 academy complies with these requirements.

### 2.1 The 6 encounters academies must offer to all pupils in years 8 to 11

Academies 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

These encounters must happen for a reasonable period of time during the standard school day. Academies can continue to provide complementary experiences but encounters outside of school hours won't count towards these requirements.

Academies 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 pupils

At Duke's all students in Year 10 will have access to a one-week work experience placement in the summer term

## 2.2 Meaningful provider encounters

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

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

These encounters can be face to face with the provider or [You can use the [Making it Meaningful checklist](#) from the Careers & Enterprise Company to support you here]

Include here if you will accept live online encounters. If you will, add:

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

## 5. Student entitlement

All students in years 8 to 11 at Duke's Aldridge Academy 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

## 6. Management of provider access requests

### 4.1 Procedure

A provider wishing to request access should contact Mr Samuel Bawden, Assistant Principal who will liaise with the Data Protection Lead and should provide the academy with an up to date Data Processing Agreement.

Telephone: 020 8275 4875

Email: sbw@dukesacademy.org.uk

## 4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into the academy to speak to students and/or their parents/carers:

	autumn term	spring term	summer term
Year 7 (Not a statutory requirement)	Setting and Achieving Goals  Global Entrepreneurship Week careers talks and sessions	Main employment Opportunities sessions during PSHEe	Activities Week Educational Visits
Year 8	Global Entrepreneurship Week careers talks and sessions  Types of employment and Payment sessions during PSHEe	Managing Money session supported by a bank where students will also be introduced to careers in Finance	Careers workshop  Activities Week Educational Visits
Year 9	Global Entrepreneurship Week careers talks and sessions  Assembly and tutor group opportunities - employability skills, main employment Industries	Key Stage 4 options event including whole day careers drop down day  One to one options interviews	<b>No statutory encounters – encounters must have taken place by 28 February</b>  Activities Week Educational Visits
Year 10	Global Entrepreneurship Week careers talks and sessions  Careers and Financial Planning sessions  Post-16 technical education options assembly with General Further Education College  Life Skills – work experience preparation sessions  Assembly and tutor group opportunities - employability skills  One to one careers interviews	Networking event with providers and employers  Technical/vocational tasters at local college/s, training providers  One to one careers interviews	Work experience preparation sessions  Work experience  Technical/vocational tasters at local college/s, training providers

	autumn term	spring term	summer term
Year 11	Careers and Financial Planning sessions Global Entrepreneurship Week careers talks and sessions Post-16 provider open evenings Post-16 apprenticeships assembly Meetings with careers adviser Post-16 applications day	Interview Skills Day Post-16 interviews	<b>No encounters – encounters must have taken place by 28 February</b> Confirmation of post-16 education and training destinations for all pupils

Please speak to our Assistant Principal Mr Samuel Bawden 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.

#### **Live/Virtual encounters**

Duke's Aldridge Academy will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

#### **Parents and Carers**

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers.

### **4.3 Granting and refusing access**

At Duke's Aldridge Academy we focus on providing key information at specific times and offer opportunities to students to attend a range of career and further education talks, whilst ensuring that they receive at least two presentations from external providers during the first term of Year 11.

We appreciate external providers approach to inform pupils of opportunities. However, requests for access can be refused by the academy or linked staff within the Trust on the following grounds:

The need is being met elsewhere in the careers programme

Safeguarding reasons

Imbalanced or conflicting views

Not considered to be in the best interest of the pupils or is not relevant to the intended audience

Timing conflicts with other events.

### **4.4 Safeguarding**

Our safeguarding and child protection policy outlines the academy's procedure for checking the identity and suitability of visitors. Provider representatives will always be treated as visitors and will be signed in, wear a badge and accompanied at all times.

If not, the academy must ensure that arrangements are in place for all of the required checks to be done and the details of the representatives to be entered onto the Single Central Record

Education and training providers will be expected to adhere to this policy.

## 4.5 Premises and facilities

Duke's Aldridge Academy has a range of venues and facilities to support external providers. We will make any necessary arrangement to ensure that the location and resources required for the event is appropriate to the activity. Requests for specific equipment should be made in advance with at least five days working notice. Delivery could be to a small group of 4 or 5 or a full year group of approximately 210 students. We have parking available onsite and locally.

## 7. Previous providers

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

Aldridge Foundation

Linklaters LLP

Haringey Council

BBC

Callsign

Mission Adventures

Moma

BrainFud

Catapult

Morgan Sindall

Willis Tower Watson

Dartmouth Partners

Experian

Tottenham Hotspur Foundation

## 8. Pupil destinations

In the last two years our year 11 pupils moved to a range of providers in the local area after academy:

ADA National College for Digital Skills
Alexandra Park School
Aylward Sixth Form
Barnet/Southgate College
Big Creative Education
Chickenshed Theatre Company
City and Islington
City of Westminster College
CONEL
Goffs Academy Sixth Form
Haringey Sixth Form
Harris Academy 6th form
Hertford Regional College
John Leggott College
LAET

Leyton Sixth Form College
London Screen Academy
Luton Town FC Scholarship
New City College
Oasis Academy 6th Form
Pro Direct Academy
Sir George Monoux Sixth Form College
SFX
Stevenage Football Academy
Uxbridge College
Waltham Forest College
Westminster Kingsway College
Winchmore 6th Form
Woodhouse Sixth Form College

## 9. Complaints

Any complaints related to provider access can be raised following the academy complaints procedure on our website (<https://cdn.realsmart.co.uk/e5695e1ffc81fe02efe5383419398242/uploads/2021/11/16225350/Complaints-Policy-1.pdf>) directly with The Careers & Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)

## 10. Links to other policies

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

- Safeguarding and child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy
- Equality Policy and Objectives
- SEND

## 11. Monitoring arrangements

The academies' arrangements for managing the access of education and training providers to students are monitored by Nuriye Mertcan, Vice Principal

This policy will be reviewed by Monica Duncan, Principal annually.

At every review, the policy will be moderated by the Local Governing Committee.