

# PROVIDER ACCESS POLICY STATEMENT

## Equalities Statement

In our Trust we work to ensure that there is equality of opportunity for all members of our community who hold a range of protected characteristics as defined by the Equality Act 2010, as well as having regard to other factors which have the potential to cause inequality, such as socio-economic factors. For further information, please see our Equalities Policy.

## Document Management

Date Approved	Spring-24
Next Review Date	Spring-25
Approved By	Board of Governors
Responsible For	Secondary Improvement Team



**This Policy includes reference to The Department of Education, July 2021: “Baker Clause” and the Provider Access Legislation, January 2023**

## **1. 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.

## **2. Commitment**

The Sittingbourne School 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. The Sittingbourne School 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.

The Sittingbourne School 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).

## **3. Development**

This policy has been developed and is reviewed annually by the Careers Leader and Line Manager based on current good practice guidelines published by the Department for Education.

## **4. Monitoring review and evaluation**

The Policy is monitored and evaluated annually via the Trust Executive Leadership Team.

## **5. Pupil entitlement**

This policy statement sets out the school’s arrangements for managing the access of providers to 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.

### **5.1 All pupils in years 8 to 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.

**5.2 For pupils of compulsory school age these encounters are mandatory and there will be a minimum of:**

- **two encounters for pupils during the ‘first key phase’ (year 8 to 9) and**
- **two encounters for pupils during the ‘second key phase’ (year 10 to 11).**

**For pupils in the ‘third key phase’ (year 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.**

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers;
- explain what career routes those options could lead to;
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider);
- answer questions from pupils.

## **6. Meaningful provider encounters**

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

We are committed to providing meaningful encounters to all pupils using the [Making it meaningful checklist](#).

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

## **7. Management of provider access requests**

### **7.1 Procedure**

Requests for access should be directed to Mrs A Seymour Careers Leader. Mrs A Seymour may be contacted by telephone or email, [amanda.seymour@swale.at](mailto:amanda.seymour@swale.at), Tel 01795 411901.

### **7.2 Details of premises or facilities to be provided to a person who is given access**

The Sittingbourne School will provide an appropriate room or assembly hall. The room or hall will have digital access. The Careers Leader will work closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will



be met and supervised by a member of the Careers Team who will facilitate.

### 7.3 Opportunities for access (see table below)

The school offers the **six provider encounters required by law (marked in bold text)** and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

	TERM 1 & 2	TERM 3 & 4	TERM 5 & 6
<b>Year 8</b>		Apprenticeship Talks	Employer Engagement in subject areas
		Higher Education Activities	
<b>Year 9</b>	Higher Education Activities	Apprenticeship Talks	Higher Education Summer School Presentation
		Key Stage 4 options event	SEND Supported Learning Talk
			Employer Engagement in subject areas
<b>Year 10</b>	Student Work Experience Preparation Employer Talk	Higher Education Assemblies / Activities	EHCP Training Provider Event & Visits
	Higher Education Activities	Apprenticeship Talks	EHCP Supported Internships Provider Talk
	Labour Market Information	Careers Fair - Training Providers, Universities and Employers	Higher Education Summer School Presentation
	Parent Work Experience Information Evening		Kent Choices Overview and Unlock



<b>Year 11</b>	Journey into Sixth Form Assembly	Apprenticeship Activities	EHCP Supported Internships Provider Talk
			Higher Education Activity - Degree in a Day
			CXK - Group Careers Meeting
			Work Experience Week
	Kent Choices - Opportunities	College T Level Presentation	
	Higher Education Activities	Higher Education & CXK Event - Post 18 Options	
	Sixth Form Option Evening including Higher Education Organisations		
<b>Year 12</b>	HE - Where Next Pt.1	HE - Where Next Pt.2	HE- Where Next Pt. 4
	Employer -Various Talk and Workshops	Apprenticeships Assembly	Discover 2024 UCAS event
	Work Experience Preparation Assembly Employer Talk	Apprenticeships Application & Support Workshops	Higher Education Writing Personal Statements Workshops
	Higher Education Workshop Activity	HE & CXK Event - The Value of HE & Post 18 Options	University Summer School
	DWP CV Writing & Interview Workshops	Careers Fair - Training Providers & Universities	Meet the Employer
	Mock interview with local Employer	Work Experience week	Higher Education Student Finance Workshop



	Engineering Visit to local Employer	HE - Where Next Pt.3	
		Higher Education Workshops Research & Application	
<b>Year 13 &amp; Year 14</b>	HE - University 1:1 Workshops Personal Statement Reviews	HE - Student Finance Workshop	
	HE - Portfolio Workshop Art	HE & CXK Event - The Value of HE & Post 18 Options	
	Employer -Various Talk and Workshops	Apprenticeships Application & Support Workshops	
	Higher Education Activities	Careers Fair - Training Providers & Universities	
		Apprenticeships Assembly	
		Higher Education Budgeting workshop	



## Appendix

### Previous providers

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

Local Colleges

Training Providers

Universities

ASK Apprenticeship

Kent Training Providers

### Destinations of our pupils

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

Alternative Sixth Form

Local Colleges

Training Providers

Kent Training and Apprenticeships

School	Number of year 11 in 2022/23 cohort	% sustained education, apprenticeship or employment with training	% sustained education	% staying @ home school sixth form	% students staying on in any school sixth form	% of students going to college	% of students going into apprenticeships	% of students going into traineeships	% of students going into employment with training	% not recorded as sustained destination	% Activity not captured
Sittingbourne	267	97%%	87.00%	38%	43%	44%	4%	5%	1.5%	2%	0.4%



Last year our year 12, 13 and 14 pupils moved to range of providers in the local area after school:

Universities

Apprenticeships

Employment

College

School	Number completing 16-18 study	% sustained education, apprenticeship or employment	% sustained education	% going to HE	% going onto FE	% going onto other education destinations	% of students going into apprenticeships	% of students going into employment	% not recorded as sustained destination	% activity not captured	% Gap Year
Sittingbourne	63	98%	60%	43%	2%	3%	13%	38%	3%	0	