

# Provider Access Policy

Version 1

**This policy applies to all secondary schools and post-16 colleges.**

DINNINGTON  
HIGH SCHOOL



**Wingfield Academy**



 **newcollege**  
Doncaster

 **newcollege**  
Bradford

 **newcollege**  
Pontefract

Review before 1/12/28

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## **1. Aims**

- 1.1 Our schools and colleges aim to provide all students with meaningful opportunities to explore a wide range of future options.
- 1.2 This policy statement aims to set out our schools' and colleges' arrangements for managing the access of education and training providers ('providers') to pupils for the purpose of giving them information about their offer. It sets out:
  - Procedures in relation to requests for access from providers
  - The grounds for granting and refusing requests for access from providers
  - Details of the premises and facilities made available to a provider who is given access
- 1.3 Our schools and colleges aim to:
  - Develop knowledge and awareness among our students of all career pathways available to them, including technical educational qualifications and apprenticeships
  - Support students in learning more about opportunities for education and training outside school and colleges, before they make crucial choices about their future options
  - Reduce drop-out from courses and avoid the risk of pupils becoming NEET (not in education, employment or training)

## **2. Statutory Requirements**

- 2.1 Schools and colleges must have a provider access policy statement that outlines the circumstances in which education and training providers will be given access to these pupils. The law relevant to this policy is set out in:-
  - Section 42B of the [Education Act 1997](#) (sometimes referred to as the 'Baker Clause')
  - [Education and Skills Act 2008](#)
  - [The Skills and Post-16 Education Act 2022](#)
  - NCLT's Funding Agreement with the Department for Education – compliance with DfE guidance and [statutory careers guidance](#)

This policy shows how our school and colleges comply with these requirements.

- 2.2 Schools and colleges are required to ensure a range of education and training providers have access to students for the purposes of informing them about approved technical education qualifications and apprenticeship opportunities. These sessions are referred to as 'encounters'.

## **3. Student Entitlement and provision**

- 3.1 School and college students are entitled to:
  - Find out about further education training, 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
- For school students in years 8-11, 6 encounters will be provided. Students in our school sixth forms and colleges will be provided with 2 encounters.

- 3.2 All encounters will take place for a reasonable period of time during the standard school/college day.
- 3.3 Complementary encounters outside of school/college hours may also be provided but these do not count towards the statutory requirements.
- 3.4 Access to providers is promoted to ensure all students access information about providers of approved technical education qualifications and apprenticeship opportunities. We are committed to encouraging all students to make decisions about their future based on impartial information.

#### **Arrangements for school students in years 8 & 9 (referred to as 'first key phase')**

- 3.5 All students in these year groups are offered **two** encounters with education and training providers. For these sessions:-
- All students must attend (where students are absent, additional sessions will be planned to ensure all students have a fair and equitable experience)
  - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9

#### **Students in year 10 & 11 (referred to as 'second key phase')**

- 3.6 All students in these year groups are offered, as a minimum **two** encounters with education and training providers. For these sessions:-
- All students must attend (where students are absent, additional sessions will be planned to ensure all students have a fair and equitable experience)
  - Encounters must take place any time during year 10, and between 1 September and 28 February during year 11

#### **School 6<sup>th</sup> Form and College Students - years 12 and 13 (referred to as 'third key phase')**

- 3.7 All students in these year groups are offered, as a minimum **two** encounters with education and training providers. For these sessions:-
- Students can choose to attend
  - Encounters must take place any time during year 12, and between 1<sup>st</sup> September and 28<sup>th</sup> February during year 13.

#### **Meaningful encounters with providers**

- 3.8 Our schools and colleges are committed to providing meaningful encounters with providers for all students. A meaningful encounter:-
- Enables students to explore what it is like to learn, develop and succeed in that environment
  - Means students meet both providers' staff and learners/trainees
  - Has a clear purpose
  - Is underpinned by learning outcomes that are appropriate to the needs of the student
  - Involves a 2-way interaction between the student and the provider

- Include information about the provider, such as their recruitment and selection processes, the qualifications that provider offers and the careers these could lead to
- Describes what learning or training with the provider is like
- Is followed by opportunities for the student to reflect on the insights, knowledge or skills gained through the encounter

#### 4. Management of provider access requests

##### Contact Details for each School and College

- 4.1 Details of the relevant assigned colleague for each school and college is provided in the Appendix.

##### Information we ask from providers

- 4.2 We ask each provider to provide the following information for our students:
- Information about your provision and the approved qualifications or apprenticeships you offer
  - Information about what careers those qualifications and apprenticeships can lead to
  - What learning or training with you is like
  - Answers to any questions from pupils

##### Opportunities for access

- 4.3 There are a number of events, integrated into our school/college calendar, that offer providers an opportunity to come into school to speak to students and/or their parents/carers.
- 4.4 Our schools and colleges will consider requests for **live online encounters** with providers, which may be broadcast in study areas and larger spaces.

##### Granting and refusing provider access requests

- 4.5 Each access request will be considered on a case-by-case basis. The provider will need to demonstrate that the information and guidance offered by providers is related to technical educational qualifications and apprenticeships, and will make a positive contribution in providing a meaningful encounter as part of the careers programme.

##### Safeguarding

- 4.6 Our **Safeguarding and Child Protection Policy** outlines the school/college procedure for checking the identity and suitability of visitors. The Trust has a **Visiting Speakers, Organisations and Events Policy** sets out our approach to allowing providers into our colleges/school as visitors to talk to our students. You can find these policies at: <https://nclt.ac.uk/policies/>. Providers are required to adhere to these policies.
- 4.7 Providers will be met and supervised by a member of staff who will facilitate their visit.

## **5. Premises and facilities**

- 5.1 Our schools and colleges will make learning spaces, classrooms, private meeting rooms or open space venues available for provider events that are appropriate to the activity. The school / college will make available AV (audio-visual) and its other specialist equipment to support provider presentations where appropriate. This will be discussed and agreed in advance of the visit. Technology check will be undertaken in advance to ensure systems are compatible.

## **6. Working with Parents and Carers**

- 6.1 In schools, we aim to involve parents and carers in our careers programme and welcome their attendance at provider encounters when it is practical. Parents and carers will be informed of encounters in the school calendar.

## **7. School Student Destinations**

- 7.1 The Appendix provide details on the prior school year pupil destinations.

## **8. Links to other relevant Policies**

- 8.1 The following policies are relevant to this policy:-

- Careers Guidance Policy relevant to each school/college
- Curriculum Policy relevant to each school/college
- Equality Objectives NCLT – We are committed to providing an inclusive learning environment free from any form of discrimination, harassment or victimisation
- Safeguarding and Child Protection Policy
- SEND policy - Special-Educational-Needs-and-Disability
- Visiting Speakers, Organisation and Events Policy

The Policies are available on the NCLT website - <https://nclt.ac.uk/policies/>

## **9. Complaints**

- 9.1 Complaints related to provider access can be raised following the school complaints procedure as set out in the Complaints Policy available at - <https://nclt.ac.uk/policies/>.

## **10. Monitoring arrangements**

- 10.1 The school/college arrangements for managing the access of education and training providers to students are monitored by the individuals identified in the Appendix.

## **Appendix - Arrangements for Managing Access**

### **Brinsworth Academy**

#### **Management of Provider Access Request & Careers Leader**

##### **Careers Leader**

A provider wishing to request access should contact:

Alice Hunt (maternity cover Becky Foxton), **Careers Lead**

Telephone number: 01709 828383

Email: [a.hunt@nclt.ac.uk](mailto:a.hunt@nclt.ac.uk) ([b.foxton@nclt.ac.uk](mailto:b.foxton@nclt.ac.uk))

##### **Careers Advisor**

There are two Careers Advisors that work across the secondary phase. A provider wishing to make contact should contact:

Careers Advisor: Cerise Walters

Telephone number: 01709 828383

Email: [c.walters@nclt.ac.uk](mailto:c.walters@nclt.ac.uk)

Careers Advisor: Dolapo David

Telephone number: 01709 828383

Email: [d.david@nclt.ac.uk](mailto:d.david@nclt.ac.uk)



### **Dinnington High School**

#### **Management of Provider Access Request & Careers Leader**

A provider wishing to request access should contact:

Careers leader: Mrs Jo Jones

Telephone number: 01709 550 066

Email: [j.jones@nclt.ac.uk](mailto:j.jones@nclt.ac.uk)

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**Careers Advisor:** Cerise Walters

Telephone number: 01709 828383

Email: [c.walters@nclt.ac.uk](mailto:c.walters@nclt.ac.uk)

**Careers Advisor:** Dolapo David

Telephone number: 01709 828383

Email: [d.david@nclt.ac.uk](mailto:d.david@nclt.ac.uk)



## **Wingfield Academy**

### **Management of Provider Access Request & Careers Leader**

A provider wishing to request access should contact:

**Careers Leader:** Keely Waddington

Telephone number: 01709 513 002

Email: [kwa@nclt.ac.uk](mailto:kwa@nclt.ac.uk)

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Telephone number: 01709 828383

Email: [c.walters@nclt.ac.uk](mailto:c.walters@nclt.ac.uk)

Careers Advisor: Dolapo David

Telephone number: 01709 828383

Email: [d.david@nclt.ac.uk](mailto:d.david@nclt.ac.uk)



## **New College Bradford**

### **Management of Provider Access Request & Careers Leader**

A provider wishing to request access should contact:

**Vice Principal:** Jim Robinson

Telephone number: 01274 089189

Email: [jim.robinson@nclt.ac.uk](mailto:jim.robinson@nclt.ac.uk)



## **New College Doncaster**

### **Management of Provider Access Request & Careers Leader**

A provider wishing to request access should contact:

**Assistant Principal:** Scott Faulkner

Telephone number: 01302 976777

Email: [scott.faulkner@nclt.ac.uk](mailto:scott.faulkner@nclt.ac.uk)



## **New College Pontefract**

### **Management of Provider Access Request & Careers Leader**

A provider wishing to request access should contact:

**Progression Manager:** Helen Lonsdale

Telephone number: 01977 802747

Email: [helen.lonsdale@nclt.ac.uk](mailto:helen.lonsdale@nclt.ac.uk)

