

# Hope Valley College

## Provider Access Policy Statement

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<b>Related documents:</b>	Careers Policy, Complaints Policy, Safeguarding & Child Protection Policy, Curriculum Policy



# Hope Valley College

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**Chorus Education Trust**

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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 6 encounters with technical education or training providers to all pupils 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 pupils.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 Education 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 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 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
- 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
- encounters for pupils during the 'third key phase' (year 12 or 13)
  - Pupils can choose to attend
  - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

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 won't 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 pupils

As a school we have a comprehensive programme of activities that allows for opportunities for encounters during assembly time, PSHE and Ad-hoc drop down days when required.

## **2.2 Meaningful provider encounters**

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

1 encounter is defined as 1 meeting/session between pupils and 1 provider.

Opportunities are provided for all young people in each year group, including from Year 7. We use Labour Market Information to help inform who may be beneficial to our young people and take feedback from providers, including work experience providers, to look at how we can continue to support pupils. All pupils in school have equal and fair access

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

## **3. Pupil entitlement**

All pupils in years 8 to 13 at Chorus Education Trust schools 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
- Understand how to make applications for the full range of academic and technical courses

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

### **4.1 Procedure**

If you wish to discuss an opportunity to provide support to our young people around careers please use the contact details below so that opportunities can be discussed:

A provider wishing to request access should contact Lisa Critchlow, PA to the Headteacher

Email: [lcritchlow@corustrust.org](mailto:lcritchlow@corustrust.org)

## 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:

Access to students can either be provided on a bespoke basis such as a 20-minute assembly or longer sessions provided across a morning or afternoon session.

	<b>AUTUMN TERM</b>	<b>SPRING TERM</b>	<b>SUMMER TERM</b>
<b>YEAR 8</b>	What is personal finance?		Enterprise activity understanding the world of business and entrepreneurship
<b>YEAR 9</b>	Understanding work-related strengths and weaknesses	Option choice activities including learning about Post 16 and Post 18 destinations, LMI and work force analysis Final encounter by 28 <sup>th</sup> February	<b>Careers Fair</b>
<b>YEAR 10</b>	What is economics?	Planning for work experience LMI analysis	<b>Careers Fair</b> <b>Work experience</b>
<b>YEAR 11</b>	Personals statement writing skills	Interview skills Final encounter by 28 <sup>th</sup> February	Confirmation of post-16 education and training destinations for all pupils
<b>YEAR 12</b>	Work-related learning as part of bespoke curriculum within provision	Work-related learning as part of bespoke curriculum within provision	Work-related learning as part of bespoke curriculum within provision
<b>YEAR 13</b>	Individualised work experience programme to match student aspiration	Individualised work experience programme to match student aspiration Final encounter by 28 <sup>th</sup> February	Confirmation of post-18 education and training destinations for all pupils

Please speak to our Headteacher or PSHE Co-ordinator to identify the most suitable opportunity for you.

## 4.3 Granting and refusing access

There are a range of times when providers can request access to students. Students are taught CEAIG lessons during the PSHE session each Thursday morning. Assemblies also take place across the week for different year groups. Bespoke arrangements for access can be made by contacting the school directly.

#### **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**

Hope Valley College will make available a range of different school venues to support interactions between providers and students, as appropriate to the activity. These can take the form of the following:

- Assembly Hall.
- Sports Hall.
- Classrooms.
- Computer Rooms.
- Private Meeting Rooms

The school will also make available Interactive whiteboards, projectors, and other equipment to support provider presentations. These will be discussed and agreed in advance of any visit. Providers are also welcome to share resources that we will put on offer for students or use in whole school displays.

### **5. Previous providers**

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

- ASK apprenticeships
- Silverdale School
- Buxton and Leek College
- Speak form Jaguar Rover
- The Institute for Horticulture and Agriculture

### **6. Pupil destinations**

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

- Silverdale School
- King Egberts School
- High Storrs School

- Sheffield College
- Buxton and Leek College
- Chesterfield College
- Aquinas College

Last year, our year 13 pupils moved to a range opportunities in the local area after school:

- Bespoke plans to support work in the community
- Work within local businesses
- Individualised course at local colleges

## **7. Complaints**

Any complaints related to provider access can be raised following the school complaints procedure found on the school's website, or directly with The Careers & Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)

## **8. Links to other policies**

- Safeguarding & Child Protection Policy
- Careers Guidance Policy
- Curriculum Policy
- Complaints Policy

## **9. Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to pupils are monitored by the Headteacher.

This policy will be reviewed by the CEO annually.

At every review, the policy will be approved by trust board.