



# Provider Access Policy

Policy reviewed: May 2023

Next review: May 2024

Link Manager: Mr J Williams, Assistant Headteacher

Governor Committee: Standards & Achievements

## Introduction

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 7-11 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.

**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).**

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.

## 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.

## **Previous providers**

In previous terms/years we have invited a range of providers from the local area to speak to our pupils, including the following:

ASK  
SETA  
UA92  
University of Manchester  
The Growth Company  
Trafford Housing Trust Apprenticeship Team  
Xavarian Sixth form college  
Loreto Sixth form college  
Trafford College group  
Manchester College

## **Destinations of our pupils**

In 2022 our Year 11 leavers attended a total of 23 post-16 providers, including the following:

- Trafford College 41.2%
- Xaverian College 13.9%
- Loreto College 12.4%
- Apprenticeship/Work based Learning provider 7.7%
- Sale Grammar 3.1%
- Manchester College(s) 6.2%

## **Management of provider access requests**

### **Procedure**

A provider wishing to request access should contact  
Jonathan Williams, Assistant Headteacher, Telephone:0161 973 2713 (ext 219);  
Email: [jwilliams@salehighschool.org.uk](mailto:jwilliams@salehighschool.org.uk)

## **Opportunities for access**

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers. The specific dates for these events are on the current school calendar:

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
Years 7, 8 and 9	Super Learning Days 1 and 2 (Employer Opportunity)	Super Learning Day 3 (Employer Opportunity) Year 9 Options Evening (College and Training Opportunity) Apprenticeship Week	Super Learning Day 4 and 5 (Employer Opportunity)
Year 10	Super Learning Days 1 and 2 (Employer Opportunity) Year 10 Information Evening (College and Training Opportunity)	Super Learning Day 3 (Employer Opportunity) Year 10 Parents Evening (College and Training Opportunity) Apprenticeship week Meetings with careers adviser	Super Learning Days 4 and 5 (Employer Opportunity) World of Work Day (Employer Opportunity) Meetings with careers adviser
Year 11	Post 16 Assemblies (College and Training Opportunity) Year 11 Information Evening (College, Training and Employer Opportunity) Super Learning Days 1 and 2 (Employer and Training Opportunity) Meetings with careers adviser	Year 11 Parents Evening (College, Training and Employer Opportunity) Lunch time drop-in sessions (Employer and training opportunity) Super Learning Day 3 (Employer Opportunity) Apprenticeship week Meetings with careers adviser	

The school careers curriculum can be found on the school website at the following location:

<https://salehighschool.org.uk/wp-content/uploads/2023/03/SHS-Careers-Curriculum.pdf>

Please speak to our Careers Leader to identify the most suitable opportunity for you, or to plan an alternative opportunity.

### **Premises and facilities**

The school will make the main hall, 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. The school can also facilitate remote/virtual sessions. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

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

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian, and/or with the school's independent careers advisor. The Resource Centre is available to all students at lunch and break times (as per the library's timetable by year group).

### **Complaints:**

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

### **Approval and review**

Approved May 2023 by Governors at Standards & Achievements Committee

Next review: May 2024 by the Careers Leader

Signed: Graham Luccock, Chair of Governors Jayne O'Grady, Head teacher