



## Chesnut Lodge School

### Provider Access Guidance- January 2024

#### **Introduction**

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.

#### **Pupil entitlement**

All pupils, for whom it is appropriate, 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.

**For pupils of compulsory school age, and for whom it is deemed appropriate, 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.

#### **Meaningful provider encounters**

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

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 the following providers from the local area to speak to our pupils:

- Riverside College
- Myerscough College

### **Destinations of our pupils**

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

- Riverside College
- Royal School for the Blind
- Woolston Sixth Form College

### **Management of provider access requests**

#### **Procedure**

A provider wishing to request access should contact Mrs N Murphy, Assistant Headteacher via the school website. Messages should be titled PROVIDER ACCESS REQUEST.

#### **Opportunities for access**

The school offers the six provider encounters required by law 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.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

Examples of activities include:

#### **Year 8/9**

Introduction to Careers Advisor.

Taster sessions at local colleges.

Visits from local employers / providers.

#### **Year 10/11**

Individual meetings with Independent Careers Advisor.

Visits to local colleges.

Visits from local employers / providers.

Experience of Work Week.

Technical / Vocational tasters at local colleges / training providers.

Mock Job Interviews.

### **Premises and facilities**

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. 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 school office to be added to the Pupil Careers File.

### **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)