



Provider Access Policy Statement

Person Responsible	R. Jones
Governors Committee	Personal Development Behaviour & Welfare
Review Period	Annually
Date of Review	Summer 2023
Date of Next Review	Summer 2024

Overview

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1. Aims

This policy statement sets out Thamesmead 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.

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 7 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#).

Careers provision at Thamesmead School is in line with the statutory guidance developed by the Department for Education, Careers guidance and access for education and training providers; published 25 March 2015, last updated 15 July 2021.

This policy is also in line with the Education (Careers Guidance in Schools) Act 2022. This came into force on 1 September 2022, and amended the existing duty in The Education Act 1997.

This policy is also in line with the more recent [Skills and Post-16 Act 2022](#), which came into force on **1 January 2023**. It explains that our school must provide a minimum of **6 encounters** with technical education or training providers to all pupils in years 8 to 13.

This policy shows how our school complies with these requirements.

3. Pupil entitlement

All registered pupils at Thamesmead School 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
- to understand how to make applications for the full range of academic and technical courses.

4. Management of provider access requests

Procedure

A provider wishing to request access should contact:

Miss R. Jones, Head of Careers, Enterprise and Employability Education, telephone: 01932 219400

Email: r.jones@thamesmead.surrey.sch.uk

4.2 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.

Please speak to Miss R. Jones (Head of Careers, Enterprise and Employability Education), to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Access to students will be granted if opportunities presented are suitable, appropriate and relevant to students' learning and development.

Access may be refused if: material or opportunity could be discriminatory, biased, or in any way contains unsuitable content; age inappropriate; not of significant relevance; not in the best interests of students; of expense beyond school means; logistically too difficult for the school to facilitate.

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Year 7	<ul style="list-style-type: none">• Team building activity offered to all• Enterprise type activity for whole cohort (employability skills and different jobs)• Personal Development lessons: Internet dangers, rights and responsibilities, identity and diversity and personal finance and managing money, what is a skill? An Introduction to different types of skills, developing employability skills, your future starts now.
Year 8	<ul style="list-style-type: none">• STEM activity, all students to learn about STEM careers and develop employability skills• Visit to a farm with Geography dept. including learning about different jobs• Personal Development lessons: Digital resilience, gender identity, social networking, cyberbullying, digital footprint, community and diversity, community responsibilities, personal finance and managing money, your Interests and jobs,

	<p>your strengths and jobs, what will jobs be like in the future? How can you develop your skills? Using your Start profile to capture evidence.</p>
Year 9	<ul style="list-style-type: none"> • Choices lesson – Innervate Career Services • Choices assembly – Innervate Career Services • Options fair- Subject leads and careers advisor • STEM activity, all students to learn about STEM careers and develop employability skills • NHS drama presentation to learn about different careers in the NHS • Bridge Builders work experience • Personal Development lessons: GCSE's- an overview of your options, making your GCSE choices; explore jobs based on your interests, explore jobs based on your strengths, explore the local job market (LMI), explore some of the key industries in England, personal finance and managing money, community and diversity.
Year 10	<ul style="list-style-type: none"> • Choices at 16+ at Progress review evening • Choices at 16+ assembly –Innervate Career Services • What next questionnaire- Innervate Career Services • Assemblies from sixth form schools, colleges • Science masterclasses and careers workshops at Esher College • Acting workshop • Interviews – personal and group by Innervate Career Services • College taster days: Brooklands, Strode's and Woking Colleges • Visiting speaker from a University • Some students have been out on work experience (during school holidays is encouraged or with special permission during term time) • Experience in the workplace for students • Personal Development lessons: post-16 choices; what is a CV? What is an interview? Why is work experience important? Finding the right work experience for you, labour market information: what salaries are and how they work, human rights and diversity in the UK, community contribution and how to get involved in community projects.
Year 11	<ul style="list-style-type: none"> • Assemblies from Sixth forms, Colleges, apprenticeship providers, independent education providers to find out more about post 16 options including technical choices as well as academic • Visiting speaker from a University • Interviews from Innervate Career Services • Personal Coach from SCC assist some students to find best pathway for post 16 • Some students have been out on work experience (during school holidays is encouraged or with special permission during term time) • What next choice assistance: tutors/ HOY/RJO/SPI • Personal Development lessons: CV's and how to write one, how to prepare for an interview, resilience, how to manage your emotions, explore local industries (LMI), explore what is important to local employers.
<p>In addition to specific careers related learning, students have access to the following:</p> <ul style="list-style-type: none"> • Thamesmead School Careers Fair (All students in year 7-10), including representation from colleges, sixth forms, Universities, Independent Education providers and a variety of industries. • Careers Library • START digital platform activities • Career-o-meter widget for LMI • Skills-o-meter widget to help students discover which jobs they might like to do in the future. 	

- LMI in Thamesmead talk, student notices
- Assemblies or virtual presentations from a range of employers/ employees
- Curriculum areas linking their subjects to careers
- External career fair opportunities
- Local Universities providing a range of activities which widen the horizons of some students.
- All students to have experiences of workplaces
- All students taught employability skills in lessons
- Tutor activities to show videos of different employees (particularly during Apprenticeship, National Careers, British Science and Engineering weeks)

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

Facilities available to providers can include, but are not limited to:

- larger spaces such as halls
- smaller spaces such as classrooms and meetings rooms
- ICT equipment: laptops, audio equipment, projectors

Organising and agreeing which facilities can be used is the responsibility of the event organiser (e.g. Head of Careers, Enterprise and Employability Education/another staff member), who will make a request to the relevant department. Only once this has been agreed with the appropriate person can the event take place.

Providers are welcome to leave prospectuses or other material for students to read, and these can be put in our careers' library, tutor rooms, or other locations where appropriate.

5. Provider Access Policy Statement (referred to as the Baker Clause)

This policy is also in line with the Education (Careers Guidance in Schools) Act 2022. This came into force on 1 September 2022, and amended the existing duty in The Education Act 1997, so that:

- Our school must now secure independent careers guidance from year 7 (instead of from year 8, previously)

You must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13.

As Thamesmead School is for Y7 to Y11 pupils, we will not have to provide 2 encounters during the third phase, and therefore will only need to provide 4 encounters.

This was introduced by the Skills and Post-16 Act 2022 on **1 January 2023**, and you should transition to these new arrangements as soon as possible.

You **must** offer:

- 2 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
- 2 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

These encounters must happen for a reasonable period of time during the standard school day (encounters outside of school hours won't count towards your requirements, but you're still encouraged to provide them).

You **must** ask each provider to offer 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

All registered pupils 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, group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

Procedure

A provider wishing to request access should contact:

Miss R Jones, Head of Careers, Enterprise and Employability Education, telephone: 01932 219400

Email: r.jones@thamesmead.surrey.sch.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. This access is in compliance with our Safeguarding policy.

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. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

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. The Resource Centre is available to all students before and after school, at lunch and break times.

6. Links to other policies

This policy has links to:

- Thamesmead School's Child Protection & Safeguarding Policy
- Thamesmead School's Careers Policy
- Thamesmead School's Curriculum Policy

7. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Miss R Jones, Head of Careers, Enterprise and Employability Education.

This policy will be reviewed annually by the Careers Lead, and every year by the Governing Body as part of their on-going cycle of review.

Signatures:



Headteacher



Chair of Governors

Date of approval by Governors: 19th September 2023