

Provider Access Policy

Birchwood Community High School

Policy owner (Name):	Mrs J Richards/Mr D Sutton
Policy owner (Job Title):	Assistant Headteacher/Careers Lead
Approved by:	Headteacher, Emma Mills
Start Date:	September 2024
Review Date:	September 2025

Provider Access Policy Introduction

This policy statement sets out the school's arrangements for managing the access of providers to students 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.

Rationale

High quality careers education and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy. As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as TLevels and Higher Technical Qualifications.

Commitment

Birchwood Community High School is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. Birchwood Community High School is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical. Birchwood Community High School ensures that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

Student Entitlement

Birchwood Community High School fully supports the statutory requirement for students in Years 7- 11 to have direct access to other providers of further education training, technical training and apprenticeships. The school complies with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or

apprenticeships. This will be done in assemblies in National Apprenticeship Week and National Careers Week, in addition to providers attending careers events at school. 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). 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.

****The full careers programme at Deyes follows this policy as an appendix***

Requests for access

Requests for access should be directed to Mr Sutton, Careers Manager who may be contacted by telephone or email: dsutton@birchwoodhigh.org.

Grounds for granting requests for access

Access will be given for providers to attend during school assemblies, timetabled Careers or deep learning days, and Careers or Raising Aspirations events that Birchwood Community High School is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership such as Apprenticeship training providers and employers along with local FE Colleges.

Facilities

Details of premises or facilities to be provided to a person who is given access Birchwood Community High School will provide an appropriate room or assembly hall to be agreed. All rooms have computers, projectors and screens provided. Computer rooms can also be arranged. The Careers Manager will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a member of the Careers Team who will facilitate.

Live/Virtual encounters

Birchwood Community High School will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems. Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Birchwood Community High School One Community Trust building, which is also the Year 11

based on site, which is managed by the Year 11 team. This building is available to all students at lunch and break times.

Parents and Carers

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers. Focus will be on communicating with parents of key student groups such as SEND, Pupil Premium and risk of NEET. Social media channels and the school website are used along Class Charts to communicate upcoming Careers events in the form of an externally sourced weekly Careers Newsletter, which gives topical and regular updates on Careers related issues, plus a weekly Headteachers letter, which details key Birchwood events and messages relating to Careers opportunities and education.

Management

The Careers Manager coordinates all provider requests and is responsible to his/her senior line manager. All 1:1 guidance in the form of 'Careers Conversations' externally sourced and provided by a Careers Connect Advisor, Rose, who can be contacted on rireland@birchwoodhigh.org

Complaints Procedure

Any complaints about this policy should be raised using the dedicated page and procedures detailed on our school website [Complaints | Birchwood Community High School \(birchwoodhigh.org\)](#)

Development

This policy has been developed and is reviewed annually by the Careers Leader and Senior Line Manager based on current good practice guidelines by the Department for Education.

Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

Equality and Diversity

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. Birchwood

Community High School is committed to encouraging all students to make decisions about their future based on impartial information.

Monitoring review and evaluation

The Policy is monitored and evaluated annually via the Senior Leadership Team and updated by the Careers Manager.

APPENDIX A – Birchwood Community High School Careers Programme 2024-25