



# Provider Access Policy

**January 2023**

**Date of Next Review: January 2025**

**Person Responsible: Miss Rachel Stopher-Murray**

---

## 1. Aims

This policy statement sets out Old Park School's arrangements for managing the access of providers to Learners for the purpose of giving them information about a provider's education or training offer. This complies with Old Park School's legal obligations under Section 42B of the Education Act 1997.

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 and Student entitlement

In Line with the Provider Access Legislation schools are required to ensure that there is an opportunity for a range of education and training providers to access Learners in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Old Park School acknowledge that apprenticeships and technical education qualifications are largely unrealistic outcomes for our learners and are therefore committed to an offer of purposeful and meaningful encounters that are relevant to the life outcomes of individual learners.

Legislation states: 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).

Old Park School will provide meaningful transition and work-related encounters as appropriate to age, stage and individual learner need.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these Learners. This can be found in section 3 of this policy guidance.

This is outlined in section 42B of the Education Act 1997, the Skills and Post-16 Act 2022 and on page 43 of guidance from the Department for Education (DfE) on careers guidance and access for education and training providers.

### 2.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Please note as detailed above; all encounters for Learners at Old Park school will be with purpose, for the best interest of the child and will add value to identified future destinations.

With the above in consideration current legislation states schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
  - All learners 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 learners must attend
- Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
  - Learners 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

All encounters will be meaningful, therefore for a large proportion of Old Park Learners transition encounters will stem from social care settings. Consideration will be given to opportunities for every learner who has the potential to access further education or training as a post 19 outcome.

## **2.2 Meaningful provider encounters**

Old Park School is committed to providing meaningful encounters to all learners.

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

## **2.3 Student Entitlement**

All Learners in years 8 to 13 at Old Park School are entitled to:

- Find out about meaningful transition opportunities related to realistic outcomes 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, e.g. through activities and events such as options events, assemblies and taster events
- Understand (or for parents/carers who advocate for our Learners to understand) how to make applications for post 19 transition destinations within Work, Further education or Social Care settings as appropriate to individual need.

### 3. Management of provider access requests

#### 3.1 Procedure

A provider wishing to request access should contact;

Rachel Stopher-Murray, Assistant Headteacher

Email: rstophermurray@old-park.dudley.sch.uk

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 the provider (including the opportunity to meet staff and learners from the provider)

#### 3.2 Opportunities for access

Our curriculum and a number of events are integrated into our careers programme, which will offer providers an opportunity to come into school to speak to learners and/or their parents/carers:

In the following table we've provided some examples:

	Autumn Term	Spring Term	Summer Term
Year 8 -11	<b>Generic</b> -EHCP and transition pathway plan meetings -Linking curriculum learning to careers and Preparation for Adulthood -Enrichment activities -Transition and Outcomes Event -Parental engagement sessions	<b>Generic</b> -EHCP and transition pathway plan meetings -Linking curriculum learning to careers and Preparation for Adulthood -Skills based learning -Work taster opportunities within the curriculum -Enterprise activities -Employer encounters -Destination provider encounters	<b>Generic</b> -EHCP and transition pathway plan meetings -Linking curriculum learning to careers and Preparation for Adulthood -Skills based learning -Work taster opportunities within the curriculum -Enterprise activities -Employer encounters -Destination provider encounters
	<b>Specific</b> -Personal Guidance Interviews with independent CEIAG -Parental Engagement Sessions -EHCP and transition pathway plan meetings	<b>Specific</b> -Skills based learning -Taster opportunities -Internal work placements -Enterprise -Personal Guidance CEIAG input -Parental Engagement	<b>Specific</b> -Experiences of workplaces -Visits from employees in the world of work -Enterprise - Post 16 transition/destination visits

		Sessions -Encounters with employers -Encounters with destination providers	-Personal Guidance Interviews/Group Sessions -Parental Engagement Sessions -Parent visits linked to destination
--	--	--	---

	Autumn Term	Spring Term	Summer Term
Year 12 - 14	<b>Generic</b> -EHCP and transition pathway plan meetings -Transition and Outcomes Event -Personal Guidance Interviews/Group Sessions -Parental Engagement Sessions/ Coffee mornings -Work/Skills based learning	<b>Generic</b> -EHCP and transition pathway plan meetings -Transition and Outcomes Event -Personal Guidance Interviews/Group Sessions -Parental Engagement Sessions/ Coffee mornings -Work/Skills based learning -Encounters with employers, employees and destination providers	<b>Generic</b> -EHCP and transition pathway plan meetings -Transition and Outcomes Event -Personal Guidance Interviews/Group Sessions -Parental Engagement Sessions/Coffee mornings -Work/Skills based learning -Encounters with employers, employees and destination providers
	<b>Specific</b> -Work related experiences -Post 19 transition/destination visits for Learners and parents -Continuing Health Transition Reviews	<b>Specific</b> -Work related experiences -Post 19 transition/destination visits for Learners and parents -DWP bespoke sessions -Continuing Health Transition Reviews	<b>Specific</b> -Work related experiences -Post 19 destination visits for Learners -Bespoke work related placements

Please speak to our Assistant Headteacher Rachel Stopher-Murray to identify the most suitable opportunity for you.

These events will run in line with any measures related to public health incidents, including COVID-19.

### **3.3 Granting and refusing access**

Our Careers programme will be delivered as an integral part of our curriculum. We will offer learners exposure to a range of career (transition) choices. Opportunities for providers to speak to learners and/or their parents/carers will be facilitated in line with our CEIAG policy and strategy. This will equip learners and their families with the knowledge and tools to make informed choices about next steps towards a successful post 19 transition outcome that will include employment, work-based elements, education or social/health care as relevant to the individual student.

### **3.4 Safeguarding**

Our safeguarding 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.

### **3.5 Premises and facilities**

Old Park School will make the hall, classrooms or private meeting rooms available for discussions between the providers and our learners/parents/carers. This will be agreed in advance of the visit with the Assistant Headteacher.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at our reception.

## **4. Previous providers**

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

### Education

QAC

Victoria College

Chadsgrove College

Halesowen College

Dudley College

Glass house college (Argent campus)

### Social Care:

Unicorn Centre

Pears centre – SENSE

Freetime care

Pinnacle

Quest  
High Flyers  
Queen cross  
Halas homes  
Pulse plus

## **5. Pupil destinations**

Almost all of our learners stay at Old Park School until the end of year 14. The option to transition from year 11 onwards is always open and discussed. Last year all year 11 pupils stayed at Old Park School.

Year 14 Learners moved to a range of providers including:

Victoria College  
QAC  
Dudley College  
Private social care package

## **6. Complaints**

Any complaints related to provider access can be raised following the school complaints procedure which can be found on our webpage.

## **7. Links to other policies**

- Safeguarding policy
- Careers policy
- Curriculum policy
- Complaints policy

## **8. Monitoring arrangements**

The school's arrangements for managing the access of transition, education and training providers to learners are monitored by Rachel Stopher-Murray, Assistant Headteacher

This policy will be reviewed bi-annually by the Assistant Headteacher.

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

*This policy adheres to the principles under data protection law. For further information please review the school's data protection policy published on the school's website.*

This policy was shared with members of the Full Governing body during FGB Meeting Spring 2023.