

THE SALTERNS ACADEMY TRUST: ADMIRAL LORD NELSON SCHOOL

Policy statement on provider access (Baker Clause)



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| Author: | Katie Holness |
| Position: | Deputy Headteacher: Student Achievement |
| Date written: | October 2023 |
| Date agreed and ratified by the Governing Body: | 11 th October 2023 |
| <i>Interim Update (to accommodate PAL)</i> | <i>February 2024</i> |
| Date of next review: | October 2024 |

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Article 3 - The best interests of the child must be a top priority in all decisions and actions that affect children.

1. Key Staff Involved

| Role | Name(s) |
|---|----------------------------|
| Headteacher: | Chris Doherty |
| Chair of the Local Governing Body: | Jane Beecher/Nathan Waites |
| Deputy Headteacher: | Katie Holness |
| Personal Development Curriculum Leader | Sam Easson |
| Careers Lead and Information Centre Manager | Ollie Riches |

2. Governing Body Statement

The Governors will ensure that:

ALNS meet its legal duty to manage the access of providers to students at the school for the purpose of giving them information about the provider's education or training offer.

3. The purpose of this policy

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.

4. Student entitlement

All students 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; *there must be a minimum of 2 encounters with apprenticeship and technical education providers in each key phase: KS3 - to take place any time during Year 8 or between 1st of September and 28th February during Year 9; KS4 – to take place any time during Year 10 or between 1st of September and 28th of February during Year 11.
- 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.

5. Management of provider access requests

- Requests by providers should be sent to the Careers and Information Centre Manager at ALNS, Ollie Riches, with a **minimum of 6 weeks' lead time**. Detail below:
- All requests will be considered on the basis of staffing availability to support the activity, clashes with other planned activity, trips or visits, interruption to preparation for examinations or rooming and space availability to host the activity.

Contact details:

Name: Ollie Riches – Careers Lead and Info Centre Manager
 Tel No: 023 92 364536 ext 164
 Email: oriches@alns.co.uk or careers@alns.co.uk

6. 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 students and/or their parents/carers.

Careers Days and Personal Development Days: various employers and training providers come into school to facilitate sessions in their field and to raise awareness of apprenticeships; curriculum enrichment programmes, eg Unloc, "Prison Me Now Way"
"Mock Interviews: employers and training providers support with CV writing, mock interviews process and also work experience placements;
Careers Fairs, Assemblies, Mentoring, Workshops, Taster Days, etc

Please get in touch with our Careers Lead to identify the most suitable opportunity for you.

The following organisations are regular participants in the Careers Programme at ALNS:

- City of Portsmouth College
- Havant and South Downs College
- UTC
- Sparsholt College
- PETA and other independent training providers
- University of Portsmouth
- University of Southampton
- BAE
- Airbus
- NATS
- Police, Ambulance
- Education Business Partnership (EBP)

- The Girls Network
- Southern Universities Network (SUN)
- PCC Careers Advisor
- ALPS (Association of Learning Providers for Hampshire and IOW)
- The Royal Navy, Army, RAF
- Any many other local employers

Provider Access Legislation encounters: the table below outlines scheduled provider encounters opportunities to support PAL:

| | Autumn Term | Spring Term | Summer Term |
|---------|--|--|--|
| Year 8 | Personal Development Day - Local FE colleges give talks and workshops on the value of technical education | <u>February 2023 - Careers Fair</u> Employer, apprenticeship and training provider event for pupils and parents – market stall event giving overview of local, regional and national opportunities and skills requirement. Attendance is mandatory, event takes place during school hours. | No encounters planned. |
| Year 9 | No encounters planned. | <u>Personal Development Day: Careers Day - Local FE college attend to give a talk on technical education in KS4 and post-16.</u> <u>February 2023 - Careers Fair</u> Employer, apprenticeship and training provider event for pupils and parents – market stall event giving overview of local, regional and national opportunities and skills requirement. Attendance is mandatory, event takes place during school hours. | <i>No encounters – legislation requires encounters to take place by 28 February if in year 9</i> |
| Year 10 | | <u>February 2023 - Careers Fair</u> Employer, apprenticeship and training provider event for pupils and parents – market stall event giving overview of local, regional and national opportunities and skills requirement. Attendance is mandatory, event takes place during school hours. Post 16 technical education options assembly with an independent training and apprenticeships provider – PETA. | |

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| Year 11 | Post-16 qualifications assemblies from local colleges, including FE, 6th Form and a utc. | <u>February 2023 - Careers Fair</u> Employer, apprenticeship and training provider event for pupils and parents – market stall event giving overview of local, regional and national opportunities and skills requirement. Attendance is mandatory, event takes place during school hours. | <i>No encounters – legislation requires encounters to take place by 28 February if in year 11</i> |
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7. 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. Refreshments can also be pre-ordered and may be provided by the school.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Information Centre, which is managed by the Careers Lead. The Information Centre is available to all students before school, lunch and break times and after school.

8. Supporting Practices, Guidance and Advice

- [Careers guidance and access for education and training providers - January 2023](#)
- <https://www.goodcareerguidance.org.uk/>