



Education  
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Trust

Creating outstanding schools  
which transform learning, lives  
and communities

# CAREERS PROVIDER ACCESS STATEMENT



### Document Control

<b>This document has been approved for operation within:</b>	All Trust Establishments
<b>Date effective from</b>	February 2024
<b>Date next review due by</b>	February 2025
<b>Review period</b>	Annually

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## 1.0 AIMS

1.1 This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their 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

## 2.0 STATUTORY REQUIREMENTS

2.1 Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

2.2 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 2.6 below).

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

2.4 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](#).

2.5 This policy shows how our school complies with these requirements.

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

- 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. 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

These encounters will take place through visits to school by providers which will include assemblies, workshops and careers fairs. It will also entail visits externally to educational settings, roadshows and exhibitions.

## **2.7 Meaningful provider encounters**

Our school is committed to providing meaningful encounters to all pupils.

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

This will include visits to providers and experiences of further and higher education settings as well as training providers and careers and apprenticeship workshops.

Meaningful live online engagement is also an option at our school.

## **3.0 STUDENT ENTITLEMENT**

**3.1** All students in years 8 to 13 at Coal Clough Academy are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities 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, including technical education and apprenticeships, e.g. through activities and events such as options events, assemblies and taster events
- Understand how to make applications for the full range of academic and technical courses

## **4.0 MANAGEMENT OF PROVIDER ACCESS REQUESTS**

### **4.1 Procedure**

For providers to access school they will contact the school careers link or approach through our provider Education Business Partnership

A provider wishing to request access should contact

Either

Nat Eatwell, Personal Development Lead.

Telephone: 01282 421142

Email: [neatwell@coalclough.org](mailto:neatwell@coalclough.org)

Or

Lucy Ross

Telephone: 01282 421142

Email: [lucy.ross@ebpnw.co.uk](mailto:lucy.ross@ebpnw.co.uk)

#### 4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

We've provided some examples:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Event for university technical colleges (UTCs)	Engagement session with Local Further education Providers	Careers workshop  Technical/vocational tasters at local college/s, training providers
YEAR 9	Assembly and tutor group opportunities - employability skills  Meeting with careers adviser	Key Stage 4 options event	<b>No encounters –encounters must have taken place by 28 February</b>
YEAR 10	Post-16 technical education options assembly with General Further Education College  Life Skills – work experience preparation sessions  Assembly and tutor group opportunities - employability skills	Careers fair  Work experience preparation sessions	Technical/vocational tasters at local college/s, training providers
YEAR 11	Post-16 provider open evenings  Post-16 apprenticeships assembly  Meetings with careers adviser  Post-16 applications	Post-16 interviews  Mock Interviews  Apprenticeships – support with applications  Meetings with careers adviser  Post-16 applications	<b>No encounters –encounters must have taken place by 28 February</b>  Confirmation of post-16 education and training destinations for all pupils

Please speak to our Careers Link, Lucy Ross, 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.

#### **4.3 Granting and refusing access**

#### **4.4 Safeguarding**

An offer is made to all pupils and refusal to access of opportunities will only take place at the discretion of the Senior Leadership Team should there be concerns regarding behaviour or safety.

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.

Education and Training Providers will be briefed on safeguarding procedures and as part of their practice be expected to alert the Designated Safeguarding Lead to any concerns in school.

#### **4.5 Premises and facilities**

Pupils will have access to a private space to engage in one to one sessions and access appropriate materials such as prospectuses from providers and guidance on careers, traineeships, apprenticeships and further & higher education

### **5.0 PREVIOUS PROVIDERS**

**5.1** In previous terms we have invited the following providers from the local area to speak to our pupils:

- The British Army
- RAF
- Lancashire County Council
- Calico
- Accrington and Rosendale College
- Blackburn College
- Burnley college
- Craven College
- Bury College
- Myerscough College
- Nelson and Colne College

### **6.0 PUPIL DESTINATIONS**

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

- Accrington and Rosendale College
- Blackburn College
- Burnley College
- Craven College
- Bury College
- Myerscough College

- Nelson and Colne College

## 7.0 COMPLAINTS

- 7.1 Any complaints related 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)

## 8.0 LINKS TO OTHER POLICIES

### 8.1

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy

## 9.0 MONITORING ARRANGEMENTS

- 9.1 The school's arrangements for managing the access of education and training providers to students are monitored by Nathaniel Eatwell Personal Development Lead
- 9.2 This policy will be reviewed by Nathaniel Eatwell, annually.
- 9.3 At every review, the policy will be approved by the Governing Board.