

Little Lever School: Provider Access Policy

Introduction

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

Pupil entitlement

All pupils in years 8 to 13 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 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.

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

Previous providers

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

- Alliance Learning
- Bolton Sixth Form College
- Bolton College
- Bury College
- Holy Cross College
- Myerscough College
- Salford College
- Wigan and Leigh College

Destinations of our pupils

Last year our year 11 pupils moved to range of providers in the local area, and beyond, after school:

- Bolton College
- Bolton 6th Form
- Bury College
- Holy Cross College
- Salford College
- The Manchester College
- Wigan and Leigh College
- Coleg Cambria
- Access Creative College, Manchester
- Liverpool Institute for Performing Arts
- Blackpool Le Fylde College
- St. Helen's College
- Blackburn College

Management of provider access requests

Procedure

A provider wishing to request access should contact Michelle Moore, Assistant Principal via email info@little-lever.bolton.sch.uk

Opportunities for access

The school offers the four provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

	Autumn Term	Spring Term	Summer Term
Year 7	Discrete CEIAG lessons including Xello platform. Career Cafes Assemblies	Assemblies Parents evening Career Cafes	Assemblies Career Cafes
Year 8	Discrete CEIAG lessons including Xello platform. Career Cafes Parents Evening Assemblies	Apprenticeship Provider assembly as part of Apprenticeship Week. Career Cafes	Assemblies Career Cafes
Year 9	Discrete CEIAG lessons including Xello platform. Career Cafes KS4 Options process - assembly with technical/vocational provider. Options Evening	Small group activities with Careers Adviser. Small group activities with Apprenticeship provider. Apprenticeship assembly as part of Apprenticeship week. Parents Evening Career Cafes	<i>No encounters - legislation requires encounters to take place by 28th February if in Year 9.</i>

Year 10	Discrete CEIAG lessons including Xello platform. Career Cafes Assemblies	Apprenticeship assembly as part of Apprenticeship week. Parents' Evening. Career Cafes	Interview with Careers Adviser. Technical/vocational tasters at local college. Technical/Vocational Provider Assembly. Career Cafes
Year 11	Post-16 Pathways Assemblies Mock Interview Day Post-16 applications Discrete CEIAG lessons Career Cafes Post-16 Provider Open Evenings Interview with Careers Adviser. Parents Evening	Post-16 interviews Follow up interview with careers Adviser (as required) Apprenticeship assembly as part of Apprenticeship week. Parents' Evening. Career Cafes Assemblies	<i>No encounters - legislation requires encounters to take place by 28th February if in Year 11.</i> Confirmation of post-16 education and training destinations for all pupils.

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, 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.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature for inclusion in the careers resource area of the school library, which is managed by the school librarian. The library is available to all pupils at lunch times and after school.

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Approval and review

Approved [date] by Governors at Curriculum and Standards Committee

Next review: [date]

Signed: [name] Chair of Governors [name] Head