



Merstone Vision:

Being the best we can be.

Date adopted: April 2023

Signed:

Chair of Governors

Next Review date: April 2026

Signed

Head Teacher

Provider Access Policy

Statement

1. Aims

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. Statutory requirements

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 (however for pupils in Merstone School this will continue until the end of year 14) for the purposes of informing them about approved technical education, qualifications or apprenticeships.

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).

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

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.

This policy shows how our school complies with these requirements.

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

Encounters offered in Key Stage 3 (one per year) aim to prepare pupils for their move to the 14-19 stage and supports them to explore possible post school options. These are:

- Educational visits to places of work (e.g. Cafes, shops etc.)
- In house work opportunities such as class jobs and jobs within the school.
- Relevant professionals are invited into school to share their knowledge of their chosen field (e.g. Dogs trust, police support officers.)
- Science parent/ pupil days where we can share possible job opportunities in the future such as working on a farm, garden centre or other wildlife facility.
- Parents and pupils are invited to attend appropriate events where they can meet with future placement providers (including in house events).

Encounters offered in Key Stage 4 aim to provide a wealth of appropriate experiences so pupils can make informed choices about their own futures. These are:

- A range of appropriate in house work tasters and/or positive alternative to work tasters.
- Science parent/ pupil days where we can share possible job opportunities in the future such as working on a farm, garden centre or other wildlife facility.
- Relevant professionals are invited into school to share their knowledge of their chosen field (e.g. Dogs trust, police support officers.)

- Parents and pupils are invited to attend appropriate events where they can meet with future placement providers (including in house events).

Encounters offered in Key Stage 5 aim to offer relevant specialist experiences and transition tailored to meeting the individual needs of pupils. These are:

- Relevant employer and employee visits to school in preparation for leaving school.
- Regular relevant work experience/positive alternative to work experiences linked to possible post school placements.
- Link college course or regular day provision visits relevant to possible post school placements.
- Relevant professionals are invited into school to share their knowledge of their chosen field (e.g. Dogs trust, police support officers.)
- Parents and pupils are invited to attend appropriate events where they can meet with future placement providers (including in house events).

With the exception of the parent/pupil events which may happen outside school hours, all happen during school hours. They all last for at least a whole morning or afternoon.

When arranging these encounters providers are asked to provide:

- Information about the themselves and how they can support pupil's next steps.
- Information about what careers or next steps their support can lead to for our pupils.
- What learning or training with the provider is like.
- Answers to any questions from pupils.

2.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils. This is done by:

- Taking a whole school approach by ensuring all pupils and parents have access to all necessary information and trained staff are on hand to support individuals when required.
- Personalising experiences to meet the needs and possible future destinations of pupils.
- Ensuring opportunities are age/ability appropriate and are to provide first-hand experience as this is how our pupils learn best.
- Briefing any participants to ensure they are prepared for the encounter, this often includes meeting students prior to the session.
- Keeping parents and carers informed and, where appropriate, engaging them in the activities.
- Allowing pupils to have a say in what they want to do through development of transition plans throughout school.
- Keeping ongoing links with providers.

3. Student entitlement

All students in years 8 to 13 at Merstone School 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.
- Understand how to make applications for the full range of academic and technical courses.
- where this is not appropriate due to the ability of the student, we will provide information about other relevant providers and what they offer.
- Share all information with the student's carer and work together to ensure the best outcomes for each individual are achieved.

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact Paula Morbey, interim Deputy Headteacher.

Telephone: 0121 707 3012

Email: s502pmorbey@merstone.solihull.sch.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:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	No activities due to pupils using this term to settle into their new classes. Information shared with families re: external careers events.	Science Activity Day – parents invited into school to share activities with their young person and learn about jobs that help to look after our environment (farming, planting etc) Careers week Information shared with families re: external careers events.	Parents invited to attend in house transition event Information shared with families re: external careers events.
YEAR 9			
YEAR 10	Meeting with Dave Hooley to discuss future plans during parents evening. Information shared with families re: external careers events.	A range of appropriate in house work tasters and/or positive alternative to work tasters. Careers week Information shared with families re: external careers events.	Parents invited to attend in house transition event. Information shared with families re: external careers events.
YEAR 11			
YEAR 12	Meeting with Dave Hooley to discuss future plans during EHCP meetings and transition events. Information shared with families re: external careers events.	Relevant employer and employee visits to school in preparation for leaving school Regular relevant work experience/positive EHCP meetings. alternative to work experiences linked to possible post school placements. Link college course or regular day provision visits relevant to possible post school placements. This is offered on an individualised basis to support individual needs. These opportunities may also be provided at other times of the year: Careers week	Regular relevant work experience or alternative to work experiences linked to possible post school placements. Link college course or regular day provision visits relevant to possible post school placements to support transition. This is offered on an individualised basis to support individual needs. Information shared with families re: external careers events.
YEAR 13 and 14			

4.3 Safeguarding

Our 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.

5. Previous providers

In previous years we have invited the following providers from the local area to work with our pupils:

- The Colebridge Trust
- Newlands Bishop Farm
- Hereward College
- Queen Alexandra College (QAC)
- Satori House
- Social Life Opportunities
- Asda Supermarket
- Wheels for All
- Coleshill Day Centre
- Natwest
- Belfour Beaty

6. Pupil destinations

Details of the most recent post school destinations can be found on the website.

7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure which can be found on the website ('About Us' then 'Policies and Guidance' or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

8. Links to other policies

Child protection policy

Curriculum policy

Complaints policy

9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Paula Morbey, Interim deputy Headteacher.

This policy will be reviewed by the Senior Leadership Team annually.

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

