



**Provider Access
Statement**

Document Control Information			
Document Title, Issue and Date			
Provider Access Statement			
Review Period Every 2 years		Review Committee Govs/Trustees/Directors	
Revision History (most recent first)			
Author	Summary of changes	Issue	Date Authorised
R Righini	New policy	1	31 st December 2017
R Righini	Policy review	2	31 st August 2019
T Tushingham	Adopted and amended for Hollinwood Academy	3	15 th February 2023
Authorisation			
Approved By:	Trustees		
Date Approved:	March 2023		
Date of Next review:	31 December 2021		
Document Owner & Reviewer:	The senior manager responsible for this policy is the Head Teacher.		
Equality Impact			
Statement	<p>We welcome feedback on this document and the way it operates. We are interested to know of any possible or actual adverse impact that may affect any groups in respect of any of the Equality Act 2010 protected characteristics.</p> <p>The person responsible for equality impact assessment for this document is the Director of Equality and Diversity.</p>		
Screening	<p>This policy has been screened by the Equality Team and the impact has been assessed as:</p> <p><input type="checkbox"/> Not applicable <input type="checkbox"/> Low <input type="checkbox"/> Medium <input type="checkbox"/> High</p>		



1. Purpose

This policy statement sets out the arrangements for managing the access of providers to pupils at schools for the purpose of giving them information about the provider's education or training offer for Hollinwood Academy.

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.

This complies with legal obligations under Section 42B of the Education Act 1997.

2. Scope of Policy

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.

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

Schools must offer:

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

2 encounters for pupils during the 'third key phase' (year 12 or 13)

- Pupils can choose to attend
- Encounters can take place any time during year 12, and between 1 September and 28 February during year 13
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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

At Hollinwood Academy we have the following opportunities for access. These also include a number of events, integrated into the school employability / careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers. We also subscribe to a service level agreement with Positive Steps Oldham to support our students.

Year	Autumn Term	Spring Term	Summer Term
Year 8	Life Skills – Tutor group opportunities	Enterprise Day Life Skills – Tutor group opportunities	Life Skills - Tutor group opportunities
Year 9	Life Skills – Tutor group opportunities	KS4 Options events Enterprise Day	Life Skills – Tutor group opportunities
Year 10	Employability Tutor group opportunities.	Employability Tutor group opportunities.	Employability Tutor group opportunities.
Year 11	1:1 Careers Guidance with an impartial career's advisor Guest class speakers from public services	Employability Pathways Visits to host work placement/internship sites Annual Reviews	Employability Awards Evening
Year 12	Young Enterprise Launch	City of Tomorrow Enterprise Day Employability Pathways Open Evening Visits to host work placement/internship sites Mahdlo Business Breakfasts	Employability Awards Evening Team Tech Awards Launch Mahdlo Business Breakfasts
Year 13	1:1 Careers Guidance with an impartial career's advisor Young Enterprise Launch	City of Tomorrow Enterprise Day Employability Pathways Open Evening	Employability Awards Evening Team Tech Awards Launch



		Visits to host work placement/internship sites Mahdlo Business Breakfasts	Mahdlo Business Breakfasts
Year 14	1:1 Careers Guidance with an impartial careers advisor Young Enterprise Launch	City of Tomorrow Enterprise Day Employability Pathways Open Evening Visits to host work placement/internship sites Annual Reviews Mahdlo Business Breakfasts	Employability Awards Evening Team Tech Awards Launch Mahdlo Business Breakfasts

2.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils. An encounter is defined as 1 meeting/session between pupils and 1 provider. If you will, add: Meaningful live online engagement may also an option at our school.

Management of provider access requests. A provider wishing to request access at Hollinwood Academy should contact Head of Site; Telephone: 0161 883 2404; Email: info@hollinwoodacademy.org

2.3 Premises and facilities

The school will make the main hall, classrooms or 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 Head of Site or a delegated member of the team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception, which is managed by the school administrator.

The reception foyer is available to all pupils at lunch and break times.

3. Sources and references

This policy takes into account:

- Equality Act 2010
- Education Act 1997, section 42B
- DfE Guidance - Careers guidance and access for education and training providers



4 **Granting and refusing access**

For example, you may choose to include details of timetabled careers lessons, assemblies and career events that providers may attend.

5 **Safeguarding**

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.

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

Include a list of previous providers who have visited your school.

6. **Pupil destinations**

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

43.5% of Year 11 students attended Further Education College

56.5% of Year 11 students attended School Sixth Form

Last year, our year 13 pupils moved to a range of providers in the local area after school:

Include here the destinations of year 13 pupils

7 **Complaints**

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

7. **Links to other policies**

Outline any links to other policies you have, such as:

Safeguarding/child protection policy

Careers guidance policy

Curriculum policy

Complaints policy

8. **Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to students are monitored by Louise Needham, Deputy Head.

This policy will be reviewed by Louise Needham every 2 years. At every review, the policy will be approved by the governing board.

