



### **The Hall Park Academy Provider Access Policy 2024-2025**

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 7 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 year 8 to 9 pupils and two encounters for year 10 to 11 pupils.
- For pupils in year 12 to 13, particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.

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.

<https://resources.careersandenterprise.co.uk/resources/making-it-meaningful-benchmark-7>

### **Previous providers:**

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

- Independent Training Providers
- General FE Colleges
- Apprenticeship providers
- University Technical Colleges

### **Destinations of our pupils:**

Our Year 11 pupils moved to a range of providers in the local area after school:

- General FE Colleges
- Independent Training Providers
- Apprenticeship providers
- Sixth forms
- Employment without training

Our Year 13 pupils moved to a range of providers after school:

- University
- Degree/ Higher level Apprenticeship
- Employment

### **Management of provider access requests**

#### **Procedure:**

A provider wishing to request access should contact Sarah Bytheway (Careers Advisor) and Faye Lomax Taylor (Aspirations Co-ordinator) who will then liaise with the appropriate senior leader (Dave Dolman) to consider the request.

Telephone: 01773 786212 Email: [aspirationscareers@hallparkacademy.org.uk](mailto:aspirationscareers@hallparkacademy.org.uk)

The Careers Advisor, Aspirations Coordinator and Senior Leader will also ensure that students and parents are signposted to relevant website information on providers and will disseminate printed information as required.

#### **Safeguarding**

Providers are expected to comply with the academy's safeguarding policy.

DBS checks are not normally required for a 'one-off' academy visit however we may require a level of supervision to take place which will be considered on an individual event basis.

#### **Opportunities for access:**

The school offers the six provider encounters required by law. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers. Please speak to our Careers team to identify the most suitable opportunity for you.

## Provider Access Delivery Programme

<b>Key Phase</b>	<b>Year Group</b>	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>First Key Phase –</b> Legislation requires x 2 encounters to take place by 28th February of Year 9. Mandatory for all pupils to attend and to take place during school day hours.	Year 7/8	<b>Encounter 1 –</b> University/ FE College Assembly Introduction		
	Year 9		<b>Encounter 2 –</b> KS4 options event - Colleges and Apprenticeship providers attending to give presentations to pupils	
<b>Second Key Phase –</b> Legislation requires x 2 encounters to take place by 28th February of Year 11. Mandatory for all pupils to attend and to take place during school day hours.	Year 10			<b>Encounter 3 –</b> Post 16 technical education options assembly with general further education college
	Year 11	<b>Encounter 4 –</b> Post 16 Apprenticeships and Further education assembly		
<b>Third Key Phase –</b>	Year 12		<b>Encounter 5 –</b>	

Legislation requires x 2 encounters to take place by 28th February if in Year 13. Mandatory for the school to put on but optional for students to attend.			HE fair for a variety of HE providers including local further education colleges	
	Year 13	<b>Encounter 6 –</b> Post 18 assembly – with higher and degree apprenticeship providers		

**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 IT and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with a member of the Careers 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 with the Careers Resource Centre. The Resource Centre is available to all pupils at lunch and break times

**Complaints:**

Any complaints with regards to provider access can be raised following the school complaints procedure.

**Approval and review:**

Approved by Governors at Curriculum and Standards Committee

Next review date: Summer term 2025

Signed: Mr David Crossley (Head teacher)

Signed: Mr David Dolman (SLT Careers link)

Signed: Mrs Sarah Bytheway (Careers Advisor)