

Katherine Warington School: Provider Access Policy - 2024/5 - December 2024

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 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: Benchmark 7 | CEC Resource Directory](#)

Previous providers

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

- Oaklands College
- University of Hertfordshire
- Buckinghamshire College Group
- Parker Hannifin
- Compco Fire Systems
- Ask Apprenticeships
- Army
- Computacentre
- Sky Studios
- Tesco

Destinations of our pupils

Katherine Warington School collects destination data for Year 11 students at the end of Year 11. This information is shared with the local authority who provide a report of student destinations.

Katherine Warington School does not currently hold destination data for Year 13 students as we have not yet had a Year 13 cohort. This section will be updated in December 2026.

Management of provider access requests

Procedure

A provider wishing to request access should contact Michelle Phillips, Careers Lead on m.phillips@kwschool.co.uk or Lorna Rainer on c.careers@kwschool.co.uk

Opportunities for access

The school offers the six 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 8	'Life Beyond KWS' assembly - a brief introduction to the different post-16 routes	Creative Careers workshop, delivered by Sky TV. Options event	LMI assembly
Year 9	Y9 Careers drop down day - Tesco	Apprenticeships & T-Levels assembly	<i>No encounters – legislation requires encounters to take</i>

			<i>place by 28 February if in year 9</i>
Year 10	<p>Apprenticeships assembly</p> <p>Life Skills – work experience preparation sessions</p>	<p>Post 16 technical education options assembly with Further Education College</p>	<p>Y10 Army Careers Day - various activities undertaken by students, including a presentation about Army apprenticeships and opportunity for Q&A</p>
Year 11	<p>Post-16 Y11 drop-down day - presentations and activities run by local colleges, technical providers and universities (with Q&A)</p> <p>Post 16 provider open evenings</p> <p>Meetings with careers adviser</p> <p>Post 16 applications</p>	<p>Post16 interviews</p> <p>Meetings with careers advisor</p>	<p><i>No encounters – legislation requires encounters to take place by 28 February if in year 11</i></p>
Year 12	<p>Small group sessions: future education, training and employment options Meetings with careers adviser</p>	<p>Higher Education fair for a variety of HE providers including local Further Education colleges</p>	<p>Mock assessment centre day</p> <p>Technical/vocational tasters at local college/s, training providers</p>
Year 13	<p>Post 18 assembly – with higher and degree apprenticeship providers</p> <p>Workshops – HE and higher apprenticeship applications</p>	<p>Meetings with careers adviser</p>	<p><i>No encounters – legislation requires encounters to take place by 28 February if in year 13</i></p> <p>Confirmation of post-18 education and training destinations for all pupils</p>

The above table outlines our plans for encounters based on the current Provider Access Legislation guidance. Both the providers listed and the term in which the encounters take place may change due to logistics, however, the requirements of the guidance will be met.

Should any providers that are not listed wish to provide a student encounter, please contact Michelle Phillips, Careers Lead on m.phillips@kwschool.co.uk

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 at the Careers Resource Centre, which is managed by the school librarian. 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 or directly with The Careers & Enterprise Company via <https://www.careersandenterprise.co.uk/contact-us/>

Approval and review

Next review: December 2025

Signed: _____ Chair of Governors
_____ Head teacher