



# Provider Access Policy Statement

February 2024

Article 3 – Adults must do what’s best for me



Article 12 – I have the right to be listened to, and taken seriously



Article 19 - I have the right to be protected from being hurt or badly treated.



Article 28 – You have the right to a good quality education. You should be encouraged to go to school to the highest level you can.



## **Key Contact Personnel in School**

**Nominated Member of Leadership Staff Responsible for the policy:  
Jaime Cronk**

**Designated Safeguarding Lead: Sarah Costain**

**DPO: Sarah Costain**

**Date written: February 2024**

**Date agreed and ratified by Governing Body: March 2024**

**Date of next review: February 2025**

**Date reviewed:**

**This policy will be reviewed following any concerns and/or updates to  
national and local guidance or procedure**

## **Rationale**

High quality careers education and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

For some of our students, their future pathway may not be paid employment, but we endeavour to explore the opportunities and potential for all.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 (Post 19 in SEND). This national momentum includes students with an EHCP in Special Schools.

## **Commitment**

Five Acre Wood School is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. Five Acre Wood School is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

Five Acre Wood School endeavours to ensure that all students are aware of all routes to higher skills and can access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023). 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.

## **Aims**

Five Acre Wood School policy for access to other education and training providers has the following aims:

To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.

To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.

To reduce drop out from courses and avoid the risk of students becoming NEET (Young people not in education, employment, or training).

## **Student Entitlement**

Five Acre Wood School fully supports the statutory requirement for students to have direct access to other providers of further education training, Specialist colleges and training providers, technical training, and apprenticeships. The school will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or

apprenticeships. This will be done in events appropriate to our students, in addition to providers attending careers events at school.

All students, where appropriate, 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 students of compulsory school age, these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (year 8 to 9) and two encounters for students during the 'second key phase' (year 10 to 11). For students in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are two or more provider encounters available during this period, which are optional for students 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 students from the provider)
- answer questions from students

### **Development**

This policy has been developed and is reviewed annually by the Careers Officer and Line Manager (*Donna Curtis / Jaime Cronk*) based on current good practice guidelines by the Department for Education.

### **Links with other policies**

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

### **Equality and Diversity**

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. Five Acre Wood School is committed to encouraging all students to make decisions about their future based on impartial information.

### **Requests for Access**

Requests for access should be directed to **Donna Curtis**, Careers Officer – contact details are telephone (01634 566890) or email ([dcurtis@five-acre.kent.sch.uk](mailto:dcurtis@five-acre.kent.sch.uk)).

### **Grounds for granting requests for access**

Access will be given for providers to attend during school assemblies, timetabled Careers or Life lessons, and Careers or Raising Aspirations events that Five Acre Wood School is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with Five Acre Wood School.

### **Details of premises or facilities to be provided to a person who is given access**

Five Acre Wood School will provide an appropriate room or assembly hall to be agreed. Equipment such as computers and screens will be discussed before the visit. The Careers Leader or Careers Adviser will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a staff member who will facilitate.

### **Live/Virtual encounters**

Five Acre Wood School will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

### **Parents and Carers**

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers.

### **Management**

The Careers Officer coordinates all provider requests and is responsible to her senior management line manager.

### **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](mailto:provideraccess@careersandenterprise.co.uk)

### **CEIAG Program**

To see our CEIAG Program please follow the link;

[FAW-CEIAG-Programme-23-24-Final.pdf \(fiveacrewood.co.uk\)](#)

### **Monitoring review and evaluation**

The Policy is monitored and evaluated annually.