



**Education
Partnership
Trust**

Creating outstanding schools
which transform learning, lives
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CAREERS PROVIDER ACCESS STATEMENT



Document Control

This document has been approved for operation within:	All Trust Establishments
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1.0 AIMS

1.1 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

2.0 STATUTORY REQUIREMENTS

2.1 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 11 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

2.2 Schools must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 11 (see more detail in section 2.6 below).

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

2.4 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](#).

2.5 This policy shows how our school complies with these requirements.

2.6 The 4 encounters schools must offer to all pupils in years 8 to 11:

- 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

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

To achieve this, the school will provide a full programme of careers education, specifically delivered through the PSHE curriculum, but not limited to this subject. All subjects will contribute to the

careers education at AHS through specifically planned lessons as well as events with employer and training provider encounters. This is underpinned by one-to-one guidance by the careers leader, Mrs Doyle, which each pupil will receive.

2.7 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils.

1 encounter is defined as 1 meeting/session between pupils and 1 provider.

We will use a combination of in-person visits to the school by providers, visits to employers and training providers as well as meaningful online encounters.

3.0 STUDENT ENTITLEMENT

3.1 All students in years 8 to 11 at Atherton High 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, through activities and events such as options events, assemblies and taster events as well as on-site college interviews and careers events.
- Understand how to make applications for the full range of academic and technical courses

4.0 MANAGEMENT OF PROVIDER ACCESS REQUESTS

4.1 Procedure

Outline the procedures that providers must follow when requesting access to students.

Include the following contact details:

A provider wishing to request access should contact Mrs Jennifer Doyle, Careers Leader.
Telephone: 01942 885500

Email: jdoyle@atherton-ept.com

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:

In the following table:

Outline examples of the opportunities provided for training and education providers to speak to students and/or their parents/carers

Set out the times at which access will be given

We've provided some examples:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Barclays Life Skills Sessions	Careers-focused PSHE lessons focused on the job market and employability skills	Careers workshop Industry Day to prepare for workplace skills
YEAR 9	Assembly and tutor group opportunities - employability skills	Key Stage 4 options event	No encounters –encounters must have taken place by 28 February
YEAR 10	Life Skills – work experience preparation sessions PSHE Sessions - employability skills	Work experience event with JD Up including encounters with employers and entrepreneurs.	Work experience preparation sessions Work experience Technical/vocational tasters at local college/s, training providers
YEAR 11	Post-16 provider open evenings Post-16 apprenticeships assembly Meetings with careers adviser Post-16 applications	Post-16 interviews Apprenticeships – support with applications	No encounters –encounters must have taken place by 28 February Confirmation of post-16 education and training destinations for all pupils

Please speak to our Careers Leader to identify the most suitable opportunity for you.

These events will run in line with any measures related to public health incidents, including COVID-19.

4.3 Granting and refusing access

Access to students will not be permitted where it unduly impacts their academic education or where it is deemed to compromise safeguarding considerations.

4.4 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.

4.5 Premises and facilities

All school facilities can be made available to providers for the benefit of students and the specific facilities available will be assessed on a case-by-case basis by a member of the senior leadership team.

5.0 PREVIOUS PROVIDERS

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

- Bolton College
- Bolton Sixth Form
- Barclays
- Wigan and Leigh College
- JD
- Winstanley College
- Pendleton College

6.0 PUPIL DESTINATIONS

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

- Wigan and Leigh College
- Bolton Sixth Form
- Bolton College
- Apprenticeships within industry
- Winstanley College
- Pendleton College.

7.0 COMPLAINTS

7.1 Any complaints related to provider access can be raised following the school complaints procedure by contacting the headteacher or a member of the senior leadership team, or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

8.0 LINKS TO OTHER POLICIES

8.1 Please use the school website to access:

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy

9.0 MONITORING ARRANGEMENTS

9.1 The school's arrangements for managing the access of education and training providers to students are monitored by Mr Norton, Assistant Headteacher.

9.2 This policy will be reviewed by Mr Norton, Assistant Headteacher, on an annual basis.

9.3 At every review, the policy will be adopted by the Governing Board.