



SHSB Provider Access Policy

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at 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 8-13 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 pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11). For pupils in the 'third key phase' (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) 56
- 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](#)

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

Previous providers

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

- Amazing Apprenticeships
- Department of Work and Pensions Support for Schools
- Investment 2020
- University of Cambridge
- University of Surrey
- University of Exeter
- Ipeco Group
- IBM
- NHS

Destinations of our pupils

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

- Belfairs Academy
- Brampton manor
- Chase High School
- Greensward Academy
- Harris Academy
- Southend United Football Club
- SEEVIC (USP)
- SHSG
- St Thomas More
- Sweyne Park School
- The King John School
- WHSB
- WHSG
- Writtle College

Last year our year 13 pupils moved to range of providers after school:

- Russell Group universities
- Other UK universities
- US Universities
- European Universities
- Degree Apprenticeships with companies including JP Morgan, IBM, Ford, Ipeco, Bank of England, Cap Gemini, EY, PWC, Jacobs, Rolls Royce
- British Army
- Royal Air Force
- Essex Police

Management of provider access requests

Procedure

A provider wishing to request access should contact Mrs Clare Hamilton, Careers Lead.

Email: ceh@shsb.org.uk Telephone: 01702 606200

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.

	Autumn Term	Spring Term	Summer Term
Year 8		Careers Fair- pupils will meet with a range of providers and have the chance to ask questions	Careers Carousel - pupils attend 6 sessions with providers learning about a range of careers and progression paths Careers Fair - pupils will meet with a range of providers and have the chance to ask questions.
Year 9		Careers Fair- pupils will meet with a range of providers and have the chance to ask questions.	<i>No encounters – legislation requires encounters to take place by 28 February if in year 9</i>
Year 10		Careers Fair- pupils will meet with a range of providers and have the chance to ask questions	All students take part in a mock interview exercise where they apply for an apprenticeship role and are interviewed by volunteers from industry and training provider. DWP Schools Support Team provide guidance. Trip to University of Essex for a Higher Education experience.

Year 10(cont)			<p>Careers Carousel - pupils attend 6 sessions with providers learning about a range of careers and progression paths.</p> <p>Careers Fair - pupils will meet with a range of providers and have the chance to ask questions.</p>
Year 11	<p>Post 16 provider open evenings.</p> <p>Every pupil has an individual meeting with our careers adviser before making their post-16 applications.</p>	<p>Apprenticeship workshop run by the DWP Schools Support Team- information and guidance around applying to apprenticeships.</p> <p>Careers Fair - pupils will meet with a range of providers and have the chance to ask questions.</p>	<p><i>No encounters – legislation requires encounters to take place by 28 February if in Year 11.</i></p> <p>Confirmation of post-16 education and training destinations for all pupils.</p>
Year 12		<p>Post-18 Options event for pupils and parents. Amazing Apprenticeships attend.</p> <p>Introduction to Medicine conference at Southend Hospital for those interested in a career in medicine.</p> <p>Careers Fair - pupils will meet with a range of providers and have the chance to ask questions.</p>	

Year 13	<p>Investment 2020 Workshop with Q&A session - information regarding jobs in investment banking and finance.</p> <p>Mock Assessment Centre for aspiring apprentices. Run in conjunction with DWP School Support Team.</p>	<p>Careers Fair - pupils will meet with a range of providers and have the chance to ask questions</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>
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Please speak to our Careers Leader to identify the most suitable opportunity for you

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, 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. Pupils have access to a range of material in our dedicated Careers room as well as the library.

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