



# Provider access policy statement

<b>Approved by:</b>	Pip Burley	<b>Date:</b> 09/03/2023
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## 1. Aims

This policy statement aims to set out LAMP'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. Statutory requirements

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

Schools must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13 (see more detail in section 2.1 below).

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

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](#).

This policy shows how our school complies with these requirements.

### 2.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 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

- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
  - Pupils can choose to attend
  - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

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

In order to meet this requirement for the young people we work with, we employ a careers advisor who will have timetabled sessions with all of our students who are able to engage in the service. We will go above and beyond the minimum requirements by linking our careers advisor with our Preparation for Adulthood staff who will assist with career information and planning.

## 2.2 Meaningful provider encounters

LAMP is committed to providing meaningful encounters to all pupils.

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

Meaningful live online engagement is also an option at our school.

## 3. Student entitlement

All students in years 8 to 13 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
- › Understand how to make applications for the full range of academic and technical courses

## 4. Management of provider access requests

### 4.1 Procedure

A provider wishing to request access should contact Charlotte Rheams, Quality Manager.

Telephone: 01926 886699

Email: [charlotterheams@leamingtonlamp.co.uk](mailto:charlotterheams@leamingtonlamp.co.uk)

### 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:

Please speak to our Charlotte Rheams to identify the most suitable opportunity for you.

### 4.3 Granting and refusing access

We will make best endeavours to grant access whenever possible, with planning with the external provider. When deciding whether to grant or refuse access, we will consider

- The provider's accommodation of autism and other SEN
- The timeframe (and impact this would have on our students)
- The relevance of the provider to the skills and interests of our students

#### **4.4 Safeguarding**

Our safeguarding/child protection policy outlines LAMP'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**

We have the following available facilities for use in provider access:

- Exam hall
- Projector and Screen
- PA system
- Laptops

Other facilities may be available on request.

### **5. Previous providers**

In previous years we have invited Warwickshire College Group to speak to students, who run a variety of further education provisions across Warwickshire.

### **6. Pupil destinations**

Our students are typically referred to us for one academic year at a time. Following this, the most common destinations are:

- Referral to LAMP for an additional year
- Warwickshire College
- Stratford College
- Employment
- HE (Higher Education)

### **7. Complaints**

Any complaints related to provider access can be raised following the complaints procedure available at <https://www.lampllearning.co.uk/policies> or directly with The Careers & Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)

### **8. Links to other policies**

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

› Complaints policy

## **9. Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to students are monitored by Pip Burley.

This policy will be reviewed by Pip Burley, annually

At every review, the policy will be approved by the governing board.