

# Provider Access Policy Statement

*The Philip Morant School and College*



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### 1. Aims

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. 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

This information must be provided to Mr Mike Randall by emailing [mike.randall@pmsc.school](mailto:mike.randall@pmsc.school)

## 2.2 Meaningful provider encounters

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

We have defined a meaningful encounter as, “a two-way interaction, either face-to-face or virtually, of at least 20 minutes between the provider and students that allows for students to capture key information in an appropriate format.”

## 3. Student entitlement

All students in years 8 to 13 at The Philip Morant School & College 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, e.g. through activities and events such as options events, assemblies and taster events
- Understand how to make applications for the full range of academic and technical courses

Click on the following link to learn more about our [Careers Programme](#)

## 4. 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 Mr Mike Randall

Telephone: 01206 545222

Email: [mike.randall@pmsc.school](mailto:mike.randall@pmsc.school)

## 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 careers advisor, Mr Colin Emms, to identify the most suitable opportunity for you.

## 4.3 Granting and refusing access

Access will only be provided to students within timetabled careers lessons, assemblies and career events.

Providers will only be granted access if they answer fully the questions outlined in 2.1 and fulfil the requirements of our Child Protection Policy.

## 4.4 Safeguarding

Our 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

If granted access, The Philip Morant School & College will provide the following:

- An appropriate room and specialist equipment such as audio and visual devices
- the opportunity to leave prospectuses or other material for students to read

## 5. Provider partners

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

- British Army
- Royal Navy Catering Corps
- Essex Police
- Make Happen
- University Centre Colchester
- Colchester Institute
- University of Essex
- Design, Engineer, Construct

## 6. Pupil destinations

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

- Colchester Sixth Form College
- Colchester Institute
- Sigma Sixth Sports Academies
- Philip Morant College
- EASI Hairdressing Academy
- AFC Sudbury

Last year, our year 13 pupils moved to a range of providers in the local area after college:

- University of Essex
- University Centre Colchester
- Anglia Ruskin University

- Apprenticeships - Ellisons Solicitors
- UCFB (part of University of East London)
- Other universities around the country, including University of Plymouth, University of Sussex, Aberystwyth University, Queen Mary University of London and University of East Anglia

## 7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure (The Policy is available on the school's website) or directly with The Careers & Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)

## 8. Links to other policies

Outline any links to other policies you have, such as:

- 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 Mr Gareth Howard, Assistant Headteacher.

This policy will be annually reviewed by Mr Scott Holder (Executive Headteacher).

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