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| C:\Users\Tanya.Kelvie\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\X2C1YOLL\IMG_4075.JPG | **Provider Access Policy** | |
| Approved by: David Wright | |
| Last Review: 19/7/23 | Next Review: 19/7/24 |

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**Aylesford School: Provider Access Policy**

**Introduction**

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.

**Pupil entitlement**

All pupils 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 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)

• 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](https://resources.careersandenterprise.co.uk/resources/making-it-meaningful-benchmark-7) 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:

* Amazon
* The British Army
* Canterbury Christ Church University
* The Department for Work and Pensions
* The Education People
* KATO Training
* Kent Police
* MEP
* MidKent College
* The NHS
* The Royal Navy
* University for the Creative Arts
* University of Kent

**Destinations of our pupils**

Last year our year 11 pupils moved to range of providers after school:

* Colleges (56%)
* Aylesford School Sixth Form (24%)
* Other Sixth Forms (11%)
* Other (6%)
* Apprenticeships (3%)

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

* Employment (57%)
* University (37%)
* Apprenticeships (3%)
* College (3%)

**Management of provider access requests**

**Procedure**

A provider wishing to request access should contact Mr Doggett, Careers Leader. Please email ben.doggett@aylesford.kent.sch.uk

**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.

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

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|  | Terms 1&2 | Terms 3&4 | Terms 5&6 |
| Year 8 |  | **Workplace insights assembly with local apprenticeship provider** | Work experience days/Enterprise Days  STEM Presentation |
| Year 9 | NHS Careers presentation | GCSE Options event  **Workplace insights assembly with local apprenticeship provider** | Work experience days/Enterprise Days |
| Year 10 |  | Mock interviews  **Workplace insights assembly with local apprenticeship provider** | **Post 16 options assemblies with Sixth Form & MidKent College**  Work experience week |
| Year 11 | Meeting with careers adviser  Post 16 applications  **Post 16 apprenticeships assembly** | Post 16 interviews |  |
| Year 12 |  |  | **Careers Fair**  Meeting with careers adviser  Work experience week  **Higher Education fair for a variety of HE providers** |
| Year 13 | **Post 18 assembly with Higher and Degree apprenticeships**  University application support sessions |  | **Recruitment Fair** |

**Premises and facilities**

The school will make the main hall, classrooms or the conference room available for discussions between the provider and pupils, 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.

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

**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)