



Allerton Grange School

Provider Access Policy

Designated Lead: Elizabeth Braim, Assistant Headteacher
Louise Mills, Careers Leader

Reviewed January 2025

Review cycle: 1 year

Next review: January 2026

Provider Access Policy

Technical Education and Apprenticeships

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 and is informed the Department for Education's statutory guidance, 'Careers guidance and access for education and training providers, March 2015', updated in January 2023.

Pupil entitlement

All pupils in years 8-13 are entitled:

- To find out about technical education qualifications and apprenticeship 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 have a minimum of six provider encounters, which are compliant with government regulations (outlined below):
 - Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend.
 - Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend.
 - Two encounters for pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend.
- To understand how to make applications for the full range of academic and technical courses.
- All pupils from Years 7-13 must have:
- Independent careers guidance

Management of provider access requests

Procedure

A provider wishing to request access should contact:

Louise Mills (Careers Leader)

Telephone number: 0113 393 0304

Email: louisemills@allertongrange.com

Opportunities for access

A number of events are integrated into the school careers programme, which would potentially offer providers an opportunity to come into school to speak to students and/or their parents. The school calendar varies from year to year so providers need to contact the member of staff named above to identify the most suitable opportunity. The events are usually arranged well in advance so it is essential that providers contact us early in the academic year to be involved in our planning.

Access to students and/or parents will be granted on the understanding that information and guidance offered by providers is related to technical courses and apprenticeship opportunities only. Providers will be expected to meet the school's safeguarding requirements which can be found in the Safeguarding Policy Statement accessible on the school website.

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. The Careers Leader will ensure that the correct adjustments are made to ensure that all students are able to access the information/sessions provided. This will all be discussed and agreed in advance of the visit with the Careers Leader.

Providers are welcome to leave a copy of their prospectus or other relevant course literature which will be accessible to students on careers notice boards or in communal spaces (year 11 common room/sixth form common room/school library).