



## **SPT policy statement on provider access**

*This guidance has been designed to support the statutory guidance issued by the DfE January 2023 (Careers guidance and access for education and training providers)  
This guidance needs to be read in conjunction with our safeguarding policy and Prevent policy to secure the appropriate safeguarding checks have been made which secures compliance in relation to any speaker visiting the school  
This guidance will support/inform our careers education, information, advice and guidance policy*

### **Special Partnership Trust: Provider Access Policy**

#### **Introduction:**

This policy statement sets out our school's arrangements for managing the access of providers to students at our schools 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:**

In accordance to the DfE guidance we recognise all students 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;
- 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;
- 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.

To secure such aims, the careers education coordinator will work with the Head Teacher to ensure all speakers provide appropriate information, advice and guidance in relation to post school opportunities when addressing our students, parents/ carers. Any literature shared in relation to such visits will be scrutinised to secure relevance in the information contained.

The school will ensure through its web-site that all information shared will be published for future information/ access.

### Previous providers

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

- Cornwall College
- Truro and Penwith College
- Learn Your Way
- Kehelland Trust
- Newquay Orchards
- ROC College

### Destinations of our pupils

Last year all our year 11 pupils moved to our Post 16 provision at Curnow School

Last year our year 14 pupils moved to range of providers in the local area after school:

Academic Year	Pupils	Intended Destination:	Actual Destination (checked at 6 months into the next academic year)	Student aspiration met?
<b>2021-2022</b>	<b>7 pupils</b>	Truro College	Truro College - Access to community education (ACE) – Positive transition during spring and summer term	Yes
		Truro College	Truro college: Access to skills development (ASD) – Offered 2 year course with possibility of an additional year	Yes
		Cornwall College	Foundation Learning – Independence pathway. Positive transition through summer term	Yes
		Cornwall College	Foundation Learning – Independence pathway. Positive transition through summer term	Yes
		Cornwall College	Foundation Learning – Independence pathway - Positive transition during summer term. 3 day provision with 2 day social care funding in place	Yes
		ROC College – United Response	Boscawen farm base – Positive transition but 3 day provision. Looking at social care funding for further 2 days. This has now been agreed	Yes
		Social Care	Currently will not be attending a Further Education provision as priority with his home care setting and access to his local community – EHCP to cease	Yes

### Opportunities for access

The school offers the six provider encounters required by law (marked in bold text in the table below) 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 to identify the most suitable opportunity for you

### Management of provider access requests

#### Procedure:

<b>Name</b>	<b>Job Title</b>	<b>Contact - Tel/email</b>
Rob Armstrong	Deputy Headteacher	01209215432 rarmstrong@curnowschool.org.uk

**Organisation for access:**

**EHCP:**

Our schools will fully consider/acknowledge the aspirations outlined within students 'My Views' document used to inform the EHCP process; using such aspirations teachers within each key stage will identify opportunities which enable students to find out further information/make visits to work based providers from Key Stage 4 (where these provide meaning) to provide our students and their families with further information, advice and guidance.

From Year 11/ 13\* (*delete as appropriate*) the Careers advisor will attend all EHCP reviews offering students and their families' information in regards to future options – e.g. – colleges of further education – college prospectus/course information. In Year 11/ 14\* (*delete as appropriate*) colleges of FE will attend all student annual reviews arranging visits/interviews with students based upon the student choice made.

Additionally, a number of events, integrated into our schools' careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

With the LGB approval the following planned events will take place over each academic year; evaluation of such events will be obtained via:

- Parent/carer views (*where applicable*) **APPENDIX A**
- Student views **APPENDIX B**

<b>Year group</b>	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
Key Stage 3 (each year group)	Business and Enterprise Christmas Fayre  Careers Week In school	<b>College and adult provider information</b>  Careers week In school  World of work Pathways to work Skills for work	Business and Enterprise Summer Fayre  Transition and Careers event  College visit  Careers week Incl. Community Visit
Key Stage 4 (Yr 10)	Business and Enterprise Christmas Fayre  Careers Week In school  Post 16 information evening	Cornwall Careers Show  <b>College and adult provider information</b>  Career week Community Visit  World of work	Business and Enterprise Summer Fayre  Transition and Careers event  Career week – Incl. Community Visit

			My Skills, My Future' Event  Meet our Careers advisor – CSW  Pathways to work
Key Stage 4 (Yr 11)	Business and Enterprise  Christmas Fayre  Careers Week In school  Post 16 information evening	Cornwall Careers Show  <b>College and adult provider information</b>  Career week Community visit  Skills at work	Business and Enterprise Summer Fayre  My Skills, My Future' Event  Transition and Careers event  Career week – Incl. Community Visit  Work experience placement*  Safety at work
Key Stage 5 (Yr 12) *	<i>Business and Enterprise Christmas Fayre Community events</i>  <i>Careers Week Community Visit Work experience placement* Post 16 information evening 2nd October 2019</i>  <i>World of Work</i>	Cornwall Careers Show 19th March 2020  <b>College and adult provider information</b>  27th February 2020 Career week Community Visit Work experience placement* 3/20 – NHS/health care  Pathways to work	Business and Enterprise Summer Fayre Community events Transition and Careers event  Career week – 21/6/20 Incl. Community Visit Work experience placement* Maritime Industry  Safety at work
Key Stage 5 (Yr 13) *	Business and Enterprise Christmas Fayre  Community events  Careers Week	Cornwall Careers Show  <b>College and adult provider information</b>  Career week Community Visit	Business and Enterprise Summer Fayre  Community events

	Community Visit Work experience placement* Post 16 information evening Practical skills for work	Work experience placement*  Preparing for work	Transition and Careers event  Career week – Incl. Community Visit  Work experience placement*  My world of work experience
Key Stage 5 (Yr 14) *	Business and Enterprise Christmas Fayre  Community events  Careers Week Community Visit  Work experience placement*  Post 16 information evening  <i>Practical skills for work</i>	Cornwall Careers Show  <b>College and adult provider information</b>  Career week Community Visit  Work experience placement*  Practical skills for work	Business and Enterprise Summer Fayre  Community events  Transition and Careers event  Career week – Incl. Community Visit  Work experience placement*  Passport to Success: record all information for post school provision  My world of work experience

\*Work experience takes place throughout KS4/ Post 16 as identified within our WRL curriculum  
College links take place throughout Key Stage 5 which inform the agreed placement/ college links

**PARENT LIAISON WORKER/ FACE TEAM\*:** *(Delete as appropriate)*

The Parent Liaison worker/ FACE Team\* will attend all career conventions/ events where parents attend and will be responsible for examining questionnaire outcomes (data); this process is supported by the agreed aims of the Parent Liaison worker/ FACE Team which enables effectiveness in communicating with parents/students and facilitating information gathering/ sharing of information by the school.

**Equality of opportunity:**

We recognise that all students and their families have the same entitlement to opportunities to access training providers; using information obtained from students

EHCPs and the views of families the school will share provider access information which is deemed appropriate.

### **Safeguarding:**

The SPT Prevent policy outlines the following information to ensure any visitors to the school are aware of measures the school will take to safeguarded our pupils/ students:

Visitors to the school are required to sign in/ out; all visitors are provided with information relating to safeguarding and child protection policies and procedures on arrival at the school, this information provides guidance on what to do if they are concerned about any aspect of child welfare.

Visitors who are invited to speak to pupils will be informed about our Prevent policy and relevant vetting checks are undertaken. We undertake due diligence to ensure that visiting speakers are appropriate. Speakers will be supervised at all times and will not be allowed to speak to children without a member of staff being present.

Each schools 'Access to training providers' policy outlines the following information; all schools will adhere to the information contained:

- *The careers education coordinator will work with the Head Teacher to ensure all speakers provide appropriate information, advice and guidance in relation to post school opportunities when addressing our students, parents/ carers. Any literature shared in relation to such visits will be scrutinised to secure relevance in the information contained.*

Any requests from speakers who wish to attend the school to share information outside of the school offer must be made in writing to the Head Teacher; requests must outline purpose/ content of information which will be shared. It will be the role of the Head Teacher and SLT to manage and respond to such requests outlining reasons if a request has been declined. If the HT/ SLT wants further clarification they will contact the ED of the SPT; if the SLT consider any such requests may impact upon safeguarding they will contact the LADO for immediate further advice/ guidance.

### **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
- 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 coordinator
- Publish all information received upon the school's web site

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the school; these will be stored in the school's library which is available to students at lunch times/structured teaching and learning sessions.

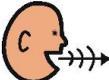
### **Approval and review:**

<b>Policy approved by the SPT Trustees</b>	Spring Term 2023
<b>Policy to be reviewed</b>	Every 2 years
<b>Responsibility</b>	Head Teacher Careers coordinator

**APPENDIX C:**

<b>Parent/Carer View – Provider Access evening XXXX School</b>		
<b>Date:</b>	<b>Careers programme focus/speaker:</b>	
<b>Venue:</b>		
<b>Please tick the appropriate statement:</b>		
We/I found the information <b>useful</b>	We/I found the information <b>fairly useful</b>	We/I <b>did not find the information</b> useful at all
Is there any further information you would like (Please state):		
Signed:		

**APPENDIX C:**

<b>Student View – Provider Access evening XXXX School</b>		
<b>Date:</b>	<b>Topic:</b>	
<b>Please tick the appropriate statement:</b>		
I am <b>very interested</b> 	I am <b>quite interested</b> but want to find our more 	I am <b>not interested at all</b> 
Is there any more information you would like (Please state): 		
Signed:		

1. any procedural requirement in relation to requests for access;
2. grounds for granting and refusing requests for access;

3. details of premises or facilities to be provided to a person who is given access.