



## LPW Independent School

### Provider Access Policy

### September 2023

#### Document control

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#### Document history

Date Reviewed	Author	Actions
February 2023	Kate Baynham	Addition to student encounters



## Aims

This policy statement aims to set out LPW School's arrangements for managing the access of education and training providers education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

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

## Student 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 'second key phase' (year 10 to 11)**.

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 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:

- On-site apprenticeships training
- City of Bristol College
- ASK
- Bristol City Community Foundation
- MPCT
- Greenlight apprenticeships

## **Destinations of our pupils**

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

- City of Bristol College
- The Park
- Gatehouse Centre
- SGS College

## **Management of provider access requests**

### **Procedure**

A provider wishing to request access should contact Kate Baynham, Deputy Head Teacher

Telephone: 07776465181

Email: [kbaynham@lpw.org.uk](mailto:kbaynham@lpw.org.uk)

### **Opportunities for access**

The school offers the two provider encounters required by law (marked in bold text) and a number of events, integrated into our careers programme, will offer providers an opportunity to come into LPW Independent School to speak to students and/or their parents/carers. We have Careers week, and are also able to cater for presenters in our weekly lesson timetable.

Please speak to our Deputy Head Teacher, to identify the most suitable opportunity for you.



	Autumn Term	Spring Term	Summer Term
<b>Year 10</b>	Post 16 technical education options assembly with General Further Education College Life Skills – work experience preparation sessions	Technical/vocational tasters at local college/s, training providers	Technical/vocational tasters at local college/s, training providers
<b>Year 11</b>	Post 16 provider open evenings. Post 16 apprenticeships assembly Meetings with careers adviser Post 16 applications	Post-16 interviews	No encounters – legislation requires encounters to take place by 28 February if in year 11 Confirmation of post-16 education and training destinations for all pupils

### **Granting and refusing access**

When making enquires about accessing our students, please clearly identify or provide:

- Name of your establishment.
- Written material you will share with our students.
- Outline of your presentation and topics you will cover.
- The age group you would like to access.
- Copy of your organisation identification.

As per our Prevent Risk Assessment, we reserve the right to refuse access to our students if your opportunity and/or topics discussed contradict our school ethos or risk our student’s wellbeing.

### **Safeguarding**

Our safeguarding/child protection policy outlines the Organisations procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

### **Premises and facilities**

- We have audio and visual equipment available in each classroom. Classes are approximately 6-8 students and we would recommend working with no more than 2 classes at a time. We can arrange a timetable of classes so you can present to your suggested age group.
- Please advise us in advance what facilities, how much time and any other requirements.



- Only material and prospectus' that has been approved by the Deputy Head Teacher can be distributed to students.

### **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)

### **Links to other policies**

For further guidance please refer to our:

- Safeguarding/child protection policy
- Curriculum
- SEND policy
- CEIAG and Work Experience policy
- Curriculum policy
- Equal Opportunity Policy

### **Monitoring arrangements**

The Academy's arrangements for managing the access of education and training providers to students is monitored by Kate Baynham, Deputy Head Teacher

This policy will be reviewed by the Deputy Head Teacher annually. At every review, the policy will be approved by the Board of Governors.