



Provider access policy statement

Hele's School

Approved by:
Andrea Aryes

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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 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](#).

This policy shows how our school complies with these requirements.

3. Student entitlement

All students in years 8 to 13 at Hele's School 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

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact Rebecca Miller, Careers Support Manager

Telephone: 01752 337193

Email: millerr@heles.plymouth.sch.uk

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:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Assembly and tutor group opportunities	Careers Fair	1 hour Training Provider workshop
YEAR 9	Assembly and tutor group opportunities - employability skills	Careers Fair Key Stage 4 options event	1 hour Training Provider workshop
YEAR 10	Assembly and tutor group opportunities	Careers Fair	Work experience preparation sessions 1 hour Training Provider workshop
YEAR 11	Assembly on opportunities at 16	Careers Fair Mock Interviews 1 hour Training Provider workshop	Assembly and tutor group opportunities Apprenticeships – support with applications
YEAR 12	Post-18 assembly – apprenticeships	Careers Fair 1 hour Training Provider workshop	Small group sessions: future education, training and employment options Assembly and tutor group opportunities
YEAR 13	HE and higher apprenticeship applications assembly	Careers Fair 1 hour Training Provider workshop	Assembly and tutor group opportunities

Please speak to our Careers Support Manager to identify the most suitable opportunity for you. These events will run in line with any measures related to public health incidents, including COVID-19.

4.4 Safeguarding

Adapt this section to reflect your safeguarding/child protection policy.

Our safeguarding/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

- › A suitable space for the activity delivered will be made available, eg, for small group sizes a classroom with interactive whiteboard will be provided, including access to our Guest internet connection. For larger groups, such as a Year Group assembly a suitable space will be provided.
- › Please discuss requirements when booking the activity with the Careers Support Manager.
- › Prospectuses can be left in our Careers Library for students to access.
- › These events will run in line with any measures related to public health incidents, including COVID-19.

5. Links to other policies

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

- › [Safeguarding/child protection policy](#)
- › [Careers guidance policy](#)
- › [Curriculum policy](#)

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Rebecca Miller, Careers Support Manager

This policy will be reviewed by Andrea Aryes, SLT Link for Careers annually.

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

Hele's School: Provider Access Policy Statement

(To include The Department of Education, July 2021: "Baker Clause" and the Provider Access Legislation, January 2023)

Ownership: Hele's School

Date updated: October 2024

Rationale

High quality careers education, information and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.

Commitment

Hele's School is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships Hele's School is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

Hele's School endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

Aims

Hele's School policy for Access to other education and training providers has the following aims:

- To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.
- To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.
- To reduce drop out from courses and avoid the risk of students becoming NEET (Young people not in education, employment or training).

Student Entitlement

Hele's School fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training and apprenticeships. The school will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships. This will be done with assemblies in National Apprenticeship Week and National Careers Week, in addition to providers attending careers events at school.

Development

This policy has been developed and is reviewed annually by the Careers Leader and Line Manager, Andrea Ayres, Assistant Principal, based on current good practice guidelines by the Department for Education.

Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

Equality and Diversity

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. Hele's School is committed to encouraging all students to make decisions about their future based on impartial information.

Requests for access

Requests for access should be directed to Rebecca Miller, Careers Support Manager, who may be contacted by telephone or email millerr@heles.plymouth.sch.uk 01752 337193.

Grounds for granting requests for access

Access will be given for providers to attend during school assemblies, timetabled Careers or Life lessons, and Careers or Raising Aspirations events that Hele's School is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with Hele's School.

Details of premises or facilities to be provided to a person who is given access

Hele's School will provide an appropriate room or assembly hall to be agreed. Rooms have computers, projectors and screens provided. Computer rooms can also be arranged. The Careers Leader or Careers Adviser will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a member of the Careers Team who will facilitate.

Live/Virtual encounters

Hele's School will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

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Parents and Carers

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers.

Management

The Careers Support Manager coordinates all provider requests and is responsible to her senior management line manager.

Complaints Procedure

Any complaints about this policy should be raised to Rebecca Miller, email: millerr@heles.plymouth.sch.uk

Rebecca Miller will raise the complaint to Andrea Ayres, Assistant Principal at Hele's School.

Monitoring, Review and Evaluation

The Policy is monitored and evaluated annually via the Careers Support Manager, and Assistant Principal.

Policy Coordinator: Rebecca Miller

Policy Reviewed: October 2024

Appendix

Providers who have been invited into Hele's School to date include:

Bridget Cooper, Schools Advisor DWP

Access Creative College

Babcock

Marjon

Duchy College

ASK – Devon & Cornwall Training Network Apprenticeship Support & Knowledge Programme

Great Western Railway

The Met Office

Discovery College

Building Plymouth

Focus Training Group

NHS University Hospitals Plymouth

Hoare Lea

AECOM

Royal Navy

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Royal Airforce

Plymouth Argyle Community trust

Philema Hospitality Management amongst others.

Destinations of previous pupils from Hele's School:

6th Form at Hele's School

City College Plymouth

Duchy College

Scott Medical School

Achievement Training

Plymouth Argyle

Arts University Plymouth

Skills Group

Discovery College

Princess Yachts Apprenticeship

Babcock Apprenticeship

University of Plymouth

Royal Navy

University of Exeter

British Army