



# Provider access policy statement

Approved by: Tracy Woodhead – Careers Leader

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## **Rationale**

High quality careers education 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**

Royds Hall 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. Royds Hall 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.

Royds Hall 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**

The Royds Hall 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**

Royds Hall 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 in assemblies throughout the year, in National Careers Week, in addition to providers attending careers events at school.

All students in years 8 to 11 at Royds Hall 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
- 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) 56
- answer questions from pupils.

## **Management of provider access requests**

### **Request for access**

A provider wishing to request access should contact Tracy Woodhead, Careers Leader, in the first instance. Outlining the activities on offer, and some information about the provider and the courses they run.

Telephone: 01484 463366

Email: [Tracy.woodhead@sharemat.co.uk](mailto:Tracy.woodhead@sharemat.co.uk)

### **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: These include our annual careers fair, assemblies, mock interviews and monthly Careers Cafes.

### **Live / Virtual encounters**

Royds Hall will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the performance hall. Technology checks in advance will be required to ensure compatibility of systems.

### **Granting and refusing access**

Access will be granted providing it is targeted to appropriate student groups. We look for providers with a particular focus on vocational qualifications and apprenticeships.

Access may be refused if:

- Our students already have access to similar events or information
- The event you plan would not fit into our school timetable
- Our facilities would not support the event planned

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

Royds Hall will provide an appropriate room, classroom or Performance Hall to be agreed. All rooms have computers, projectors and screens provided. Computer rooms can also be arranged. The Careers Leader (Tracy Woodhead) or Careers Adviser (Natalie Schofield) 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. Providers are welcome to leave or post copies of their prospectus for our students to access providing they have a vocational/

technical focus. Providers of 6<sup>th</sup> form/ A Level qualifications can leave copies with Tracy Woodhead to go in our Careers Library.

## **Safeguarding**

Our safeguarding/child protection policy, available on our website, outlines the school's procedure for checking the identity and suitability of visitors.

Please note we are unable to allow USB drives or similar devices to be used on school computer equipment. All presentations and other media should be emailed prior to the event to [Tracy.woodhead@sharemat.co.uk](mailto:Tracy.woodhead@sharemat.co.uk) Education and training providers will be expected to adhere to this policy.

## **Parents and Carers**

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

## **Management**

The Careers Leader (Tracy Woodhead) coordinates all provider requests and is responsible to her senior management line manager.

## **Complaints Procedure**

Any complaints about this policy should be raised to Tracy Woodhead, email: [Tracy.Woodhead@sharemat.co.uk](mailto:Tracy.Woodhead@sharemat.co.uk)

Tracy Woodhead will raise the complaint to Emily Devane, Associate Headteacher of Royds Hall.

## **Monitoring review and evaluation**

The Policy is monitored and evaluated annually by Tracy Woodhead (Careers leader)

## **Links to other policies**

- Safeguarding/ Child Protection Policy
- Careers Policy
- Curriculum Policy

## **Appendix**

### **Providers who have been invited into Royds Hall to date include:**

Askham Bryan College

LLS sports College

Kirklees College

Creative Media School

White Rose Beauty College

Ask Apprenticeships

Woodspeen

MCPT

Calderdale College

Shelley College

Greenhead College

Huddersfield New College

The Business Hub