

Provider access policy statement

Valence school



Contents

1. Aims	2
2. Statutory requirements	2
3. Pupil entitlement	3
4. Management of provider access requests.....	3
5. Previous providers.....	7
6. Pupil destinations.....	7
7. Complaints.....	8
8. Links to other policies	8
9. Monitoring arrangements.....	8

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 provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13 (see more detail in section 2.1 below).

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these pupils.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 Education Act 2022](#) and on page 43 of guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](#).

This policy shows how our school complies with these requirements.

2.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
 - All pupils must attend
 - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
 - All pupils must attend

- Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
 - Pupils can choose to attend
 - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

These encounters must happen for a reasonable period of time during the standard school day. Schools can continue to provide complementary experiences, but encounters outside of school hours won't count towards these requirements.

Schools must ask each provider to provide the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from pupils

At Valence all of our students are unique in their career aspirations and we ensure that their disability is not a barrier. As such all students follow a bespoke learning pathway with regard to education provider information all students are supported to have visits with any college and this is all driven through the students EHCP

2.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils.

1 encounter is defined as 1 meeting/session between pupils and 1 provider.

We also used meaningful live online engagement is also an option at our school.

3. Pupil entitlement

All pupils in years 8 to 14 at Valence 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 individual visits and online calls with different providers supported by their keyworker or tutor
- › 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 Pathway lead or Assistant Principal Zena Belton

Telephone: 01959534566

Email: valence@valence.kent.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	<p>PSHE talk on Careers</p> <p>Individual explanation of post 16 option in EHCP meeting</p> <p>Students and Parent support to look at all options discussed at EHCP</p> <p>1:1 support offered to parents</p>		
YEAR 9	<p>PSHE talk on Careers</p>	<p>Individual explanation of post 16 option in EHCP meeting</p> <p>Students and Parent support to look at all college options discussed at EHCP</p> <p>1:1 support offered to parents</p>	<p>No encounters – encounters must have taken place by 28 February</p>
YEAR 10		<p>Bespoke employer engagement</p> <p>British council life careers talk F1</p>	<p>Independence session on careers</p> <p>Work experience preparation sessions</p> <p>Work experience – visiting school shop</p> <p>Life Skills – meeting with Valence alumni regarding post 16 experience</p> <p>Students and Parent support to look at all options discussed at EHCP</p> <p>1:1 support offered to parents</p>

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 11	<p>Independence and PSHE session on careers and employability skills</p> <p>Post-16 options covered in EHCP meeting</p> <p>Students and Parent support to look at all options discussed at EHCP</p> <p>1:1 support offered to parents</p> <p>Life skill meeting with residential education team to look at REP</p> <p>Post-16 applications with assistant principal or Pathway lead</p> <p>Support offered to parents</p>	<p>Post-16 interviews as required depending on need</p> <p>Apprenticeships – support with applications if appropriate</p> <p>Bespoke employer engagement</p> <p>British council life careers talk F1</p>	<p>No encounters – encounters must have taken place by 28 February</p> <p>Confirmation of post-16 education and training destinations for all pupils</p> <p>Transition plan in place to include transition of all additional therapy interventions and equipment</p> <p>Independence session on careers</p> <p>Work experience preparation sessions</p> <p>Work experience – visiting school shop</p> <p>Life Skills – meeting with Valence alumni regarding post 16 experience</p>
YEAR 12	<p>REP discussions around post 19 choices, REP booklet issued, virtual tours.</p> <p>Parent support to look at all options discussed at EHCP</p> <p>Throughout the year students complete an enterprise project linked to cooking and the school shop</p>	<p>1:1 sessions: future education, training and employment options</p> <p>Meetings with careers adviser</p> <p>Bespoke employer engagement</p> <p>British council life careers talk F1</p> <p>Meetings with careers tutor and keyworker all options discussed</p> <p>PSHE Careers in readiness for work.</p> <p>Independence skills for work</p>	<p>Individual students will attend tasters at local college/s, training providers support by Valence staff</p> <p>Presentations and workshops by Valence alumni regarding post 19 options</p> <p>Independence session on careers</p> <p>Work experience preparation sessions</p> <p>Work experience – visiting school shop</p>

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 13	<p>Post-18 assembly – with higher and degree apprenticeship providers</p> <p>Workshops – HE and higher apprenticeship applications</p>	<p>1:1 sessions: future education, training and employment options</p> <p>Meetings with careers adviser</p> <p>Bespoke employer engagement</p> <p>British council life careers talk F1</p> <p>Meetings with careers tutor and keyworker all options discussed</p> <p>PSHE Careers in readiness for work.</p> <p>Independence skills for work</p>	<p>Presentations and workshops by Valence alumni regarding post 19 options</p> <p>Independence session on careers</p> <p>Work experience preparation sessions</p> <p>Work experience – visiting school shop</p>
YEAR 14	<p>College application packs completed with support</p> <p>Interview practice as required</p> <p>Support for taster sessions</p> <p>Students and Parent support to look at all options discussed at EHCP</p> <p>1:1 support offered to parents</p>	<p>1:1 sessions: future education, training and employment options</p> <p>Meetings with careers tutor</p> <p>Bespoke employer engagement</p> <p>British council life careers talk F1</p> <p>Meetings with careers tutor and keyworker all options discussed</p> <p>PSHE Careers in readiness for work.</p> <p>Independence skills for work</p>	<p><i>Confirmation of post-19 education and training destinations for all pupils</i></p> <p><i>Transition plan to support students with any medical or therapeutic programmes , support to transition to new therapy teams</i></p>
PARENTS		<p>Information coffee morning on transition</p> <p>Year 6 into 7, Year 11 into 12 and year 14 into post 19</p>	<p>Information as part of parent conference on Transition and college application process.</p> <p>Year 6 into 7, Year 11 into 12 and year 14 into post 19</p>

Please speak to our pathway leads to identify the most suitable opportunity for you.

4.3 Granting and refusing access

We encourage students to attend any taster session with any identified provider

All providers are welcomed into Valence to meet with students and discuss their curriculum offer

This is bespoke to each cohort and each provider for example this year The Oaks college held a group meeting for those who are looking at them as the next provider. St Piers carried out individual teams calls. Canterbury college met with individual students,

4.4 Safeguarding

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

- › For any visit we can provide the most suitable room this can include video conference or teams calls, students will be provided with the most suitable member of staff for support. If requested parents can also attend
- › We encourage providers to leave prospectuses or other material for students to read

5. Previous providers

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

The Oaks college

Canterbury College

British Council FI

Whizz kids employability hub

Passion for potential workshop

Additional speakers we have used

Valence on the green shop manager

Alumni – sports coach

Alumni – university life

Alumni – working with a charity

Alumni – life after college

6. Pupil destinations

Last year, all our year 11 pupils continued their education provision at Valence school

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

North Kent college 2

Gillingham college 1

Canterbury College 1

Hadlow college 1
Treloar college 3
St Piers 1
Awaiting funding for Treloar 2
Social care provision 1

7. Complaints

Any complaints related to provider access can be raised following the school complaints or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

8. Links to other policies

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

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy

9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to pupils are monitored by Zena Belton and pathway leads

This policy will be reviewed by [Zena Belton Assistant Principal] [frequency, e.g. annually (there's no statutory review frequency, but the DfE recommends it's done annually)].

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