



## Doubletrees policy statement on provider access

*This statement has been designed to support the statutory guidance issued by the DfE January 2018 (Careers guidance and access for education and training providers), and must be read in conjunction with the Doubletrees Safeguarding Policy to secure the appropriate safeguarding checks have been made which secure compliance in relation to any speaker visiting the school. This guidance in this statement also supports /informs 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.

#### **Learner entitlement:**

In accordance to the DfE guidance we recognise all students in years 7 to 14 are entitled to:

- find out about all pertinent technical education qualifications, supported internship and apprenticeship 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.

To secure these aims, the Careers and Aspirations Leader 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 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.

## **Management of provider access requests**

### **Procedure:**

A provider wishing to request access to our learners should contact Rachel Facey - Doubletrees School's Careers and Aspirations Lead.

Telephone: 01726 812757

Email: [rfacey@doubletrees.org.uk](mailto:rfacey@doubletrees.org.uk)

### **Opportunities for Access**

#### **EHCP:**

Doubletrees School 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 inform / 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.

Further to the annual review process, from Year 9 onwards, learners and their parents / carers will be surveyed annually to ensure they are aware of their future opportunities and to ensure the school fully understands their developing needs and aspirations.

From Year 10, Year 11 and Year 13 the Careers advisor will be invited to 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 10 / 13 colleges of FE will be invited to attend all student annual reviews arranging visits/interviews with students based upon the student choice made.

Additionally, there will be a number of events, integrated into our schools Careers and Aspirations programme, offering providers an opportunity to come into school (either physically or virtually) and engage with pupils and/or their parents/carers:

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 / online survey*
- *Student views (where applicable) APPENDIX B / online survey*

<b>Year group</b>	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
Key Stage 3 (each year group)	<ul style="list-style-type: none"> <li>• Celebrations day – ex-student(s)</li> <li>• College themed assembly / visit</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Careers Fair</li> <li>• ‘Your child’s future’ event</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Skills South West</li> <li>• Employer encounter(s)</li> </ul>
Key Stage 4 (Yr 10)	<ul style="list-style-type: none"> <li>• Celebrations day – ex-student(s)</li> <li>• College themed assembly / visit</li> <li>• Preparing for college - Choices</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Careers Fair</li> <li>• ‘Your child’s future’ event</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Let’s meet our careers advisor – CSW class visit</li> <li>• Skills South West</li> <li>• Employer encounter(s)</li> </ul>
Key Stage 4 (Yr 11)	<ul style="list-style-type: none"> <li>• Celebrations day – ex-student(s)</li> <li>• College themed assembly / visit</li> <li>• Preparing for college – Transitions</li> <li>• Game-changer</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Careers Fair</li> <li>• ‘Your child’s future’ event</li> <li>• Game-changer</li> <li>• Work experience</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Let’s meet our careers advisor – CSW class visit</li> <li>• Skills South West</li> <li>• Game-changer</li> <li>• Employer encounter(s)</li> </ul>
Key Stage 5 (Yr 12)*	<ul style="list-style-type: none"> <li>• Celebrations day – ex-student(s)</li> <li>• College themed assembly / visit</li> <li>• Preparing for college – Choices</li> <li>• Game Changer</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Careers Fair</li> <li>• ‘Your child’s future’ event</li> <li>• Visit the job centre</li> <li>• Game Changer</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Let’s meet our careers advisor – CSW class visit</li> <li>• Skills South West</li> <li>• Game Changer</li> <li>• Employer encounter(s)</li> </ul>
Key Stage 5 (Yr 13)*	<ul style="list-style-type: none"> <li>• Celebrations day – ex-student(s)</li> <li>• College themed assembly / visit</li> <li>• CSW support</li> <li>• Preparing for college – Transitions</li> <li>• Game Changer</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Careers Fair</li> <li>• CSW support</li> <li>• ‘Your child’s future’ event</li> <li>• Visit the job centre</li> <li>• Game Changer</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• CSW support</li> <li>• Skills South West</li> <li>• Game Changer</li> <li>• Employer encounter(s)</li> </ul>

Key Stage 5 (Yr 14)*	<ul style="list-style-type: none"> <li>• Celebrations day – ex-student(s)</li> <li>• College themed assembly / visit</li> <li>• CSW support</li> <li>• Preparing for college – Transitions</li> <li>• Game Changer</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Careers Fair</li> <li>• CSW support</li> <li>• ‘Your child’s future’ event</li> <li>• Visit the job centre</li> <li>• Game Changer</li> <li>• Employer encounter(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Careers and Aspirations assembly</li> <li>• Skills South West</li> <li>• Game Changer</li> <li>• Employer encounter(s)</li> </ul>
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\*According to access, work experience takes place from Year 9 to Year 13, as identified within our Careers and Aspirations Offer and Curriculum.

\*College links are nurtured throughout Key Stage 4 and 5 which inform the agreed placement/college links.

### **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.

### **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 audio-visual and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers & Aspirations Leader.
- Publish all information received upon the schools 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.


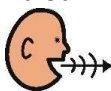


### **Approval and review:**

<b>Policy approved by Doubletrees Governing Body</b>	27 <sup>th</sup> September 2021
<b>Policy to be reviewed</b>	Every 3 years
<b>Responsibility</b>	Head Teacher Careers & Aspirations Lead

**APPENDIX A:**

<b>Parent/Carer View – Careers and Aspirations Event</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 B:**

<b>Student View of Careers &amp; Aspirations Provision</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:		