



The Shared Learning Trust  
THE STOCKWOOD  
PARK ACADEMY

# Provider Access Policy

## May 2023

Policy Title	Provider Access Policy	Staff Member Responsible:	Kate Ward Jo Ojulah
Version	V4 – May 2023	Review Date:	May 2025

## **Introduction**

This policy statement sets out the school's arrangements for managing the access of providers to the Academy 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.

## **Pupil 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 'first key phase' (Year 7 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)
- answer questions from pupils. Meaningful provider encounters One encounter is defined as one meeting/session between pupils and one provider.

The Academy 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.

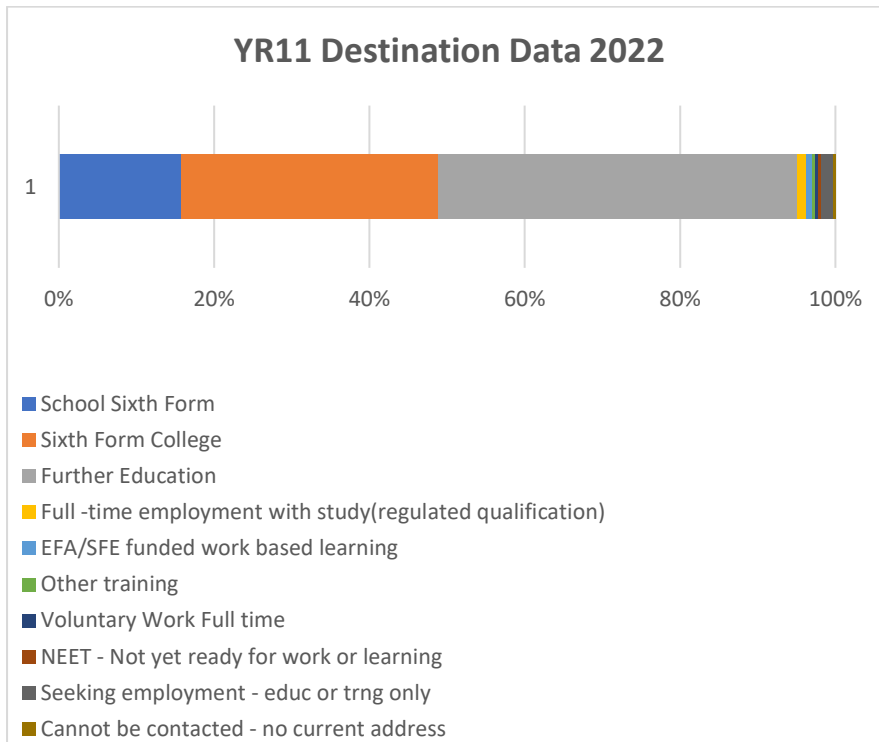
## **Previous providers**

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

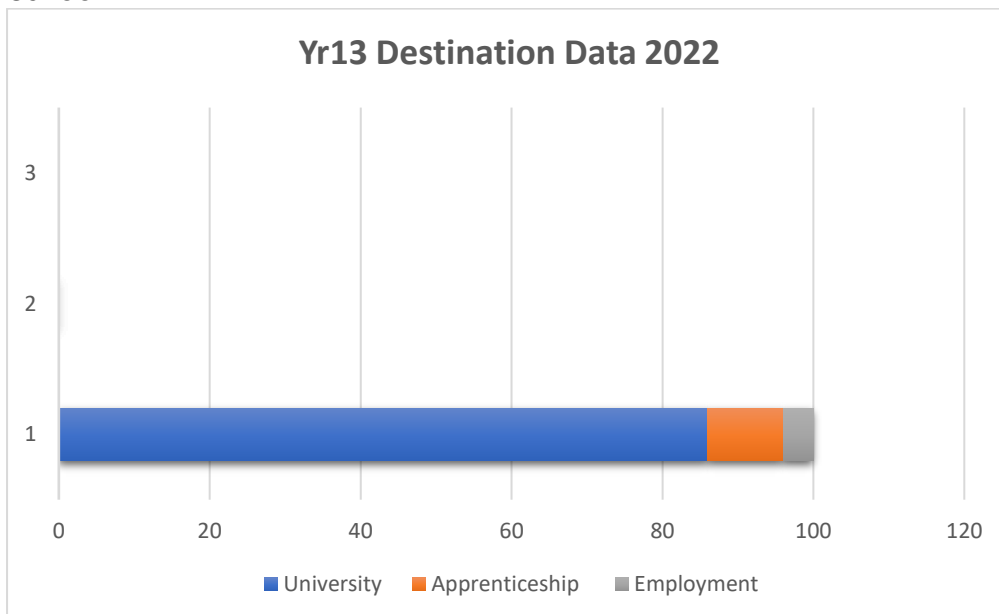
- University of Bedfordshire
- University of Hertfordshire
- University of Northampton
- Brunel University
- Bedford College Group
- Barnfield College
- Central Bedfordshire College
- Luton Sixth Form College
- Oaklands College
- Luton Adult Learning Apprenticeship Team
- Att10tive
- Teach First
- Noah Enterprises
- Speakers4Schools
- National Citizenship Service (NCS)
- Migrant Leaders
- BBC
- DHL
- Greenlayers
- HSBC
- OCI
- Digital Execs Recruitment
- Swift Swimmers
- Submarine Service Royal Navy
- The British Army
- Royal Navy
- Bedfordshire Police Force
- Dept of Work & Pensions
- Dept of Transport
- National Infrastructure Commission

## Destinations of our pupils

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



Last year our year 13 pupils moved to range of providers in the local area after school:



## Management of Provider Access Requests Procedure

A provider wishing to request access should contact Mrs Jo Ojulah -Careers Leader  
[j.ojulah@thesharedlearningtrust.org.uk](mailto:j.ojulah@thesharedlearningtrust.org.uk) 01582 722333

### Opportunities for Access

The Academy offers the six provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into the Academy to speak to pupils or their parents or carers. Please speak to our Careers Leader to identify the most suitable opportunity for you.

<b>Year 7</b>	<b>Assemblies</b>  <b>Employer/Careers focused classroom-based activities &amp; workshops</b>         <b>Tutor Time Activities</b>	<b>National Apprenticeship Week (NAW) Event</b> <b>Guest Speakers Assemblies</b> <b>Mini Careers Fair</b>  <b>National Careers Week (NCW) Event</b> <b>Guest Speakers Assemblies</b> <b>Mini Careers Fair</b>  <b>Tutor Time Activities</b>  Careers focused lessons embedded into RSCHE curriculum	End of Year Careers Networking Event         <b>Assemblies</b>         <b>Tutor Time Activities</b>  <b>Employer/Careers focused classroom-based activities &amp; workshops</b>
<b>Year 8</b>	<b>Assemblies</b>  <b>Employer/Careers focused classroom-based activities &amp; workshops</b>	<b>National Apprenticeship Week (NAW) Event</b> <b>Guest Speakers Assemblies</b> <b>Mini Careers Fair</b>	End of Year Careers Networking Event   <b>Speed Networking Event</b>   <b>Assemblies</b>

	<b>Tutor Time Activities</b>	<b>National Careers Week (NCW) Event</b> <b>Guest Speakers Assemblies</b> <b>Mini Careers Fair</b>  <b>Tutor Time Activities</b>  Careers focused lessons embedded into RSCHE curriculum	<b>Tutor Time Activities</b>  <b>Employer/Careers focused classroom-based activities &amp; workshops</b>
<b>Year 9</b>	<b>Assemblies</b>  <b>Employer/Careers focused classroom-based activities &amp; workshops</b>          <b>Tutor Time Activities</b>	<b>NAW Event</b> <b>Guest Speakers Assemblies</b> <b>Mini Careers Fairs</b>  <b>NCW Event</b> <b>Guest Speakers Assemblies</b> <b>Mini Careers Fairs</b>  <b>YR9 Options Drop Down Day</b>  <b>Yr9 Options Evening</b>  <b>Tutor Time Activities</b>  Guidance offered at key transitional times  <b>Employer/Careers focused classroom-based activities &amp; workshops</b>  Careers focused lessons embedded into RSCHE curriculum	End of Year Careers Networking Event <b>Assemblies</b>  <b>Employer/Careers focused classroom-based activities &amp; workshops</b>          <b>Tutor Time Activities</b>  Raising Aspirations Uni visits
<b>Year 10</b>	<b>Assemblies</b>	<b>NAW Event</b> <b>Guest Speakers Assemblies</b> <b>Mini Careers Fairs</b>	End of Year Careers Networking Event

	<p><b>Employer/Careers focused classroom-based activities &amp; workshops</b></p>	<p><b>NCW Event Guest Speakers Assemblies Mini Careers Fairs</b></p> <p><b>Employer/Careers focused classroom-based activities &amp; workshops</b></p> <p>Careers focused lessons embedded into RSCHE curriculum</p>	<p><b>Getting ready for Work Experience Workshops- Careers Management Skills</b> First Impressions, CV, Applications, Mock Interviews Employability skills</p> <p><b>In House Work Experience Programme</b> to support our vulnerable students</p> <p><b>Work Experience/Shadowing Programme</b></p> <p><b>Assemblies</b></p> <p><b>Employer/Careers focused classroom-based activities &amp; workshops</b></p> <p>Guidance offered at key transitional times</p>
	<p><b>Tutor Time Activities</b></p>	<p><b>Tutor Time Activities</b></p>	<p><b>Tutor Time Activities</b></p>
<b>Year 11</b>	<p><b>Careers Fair</b> attended by FE and Sixth Form Colleges, Universities, Apprenticeship Team and Employers</p> <p><b>Assemblies</b></p> <p><b>Tutor Time Activities</b></p>	<p><b>NAW Event Guest Speakers Assemblies Mini Careers Fairs</b></p> <p><b>NCW Event Guest Speakers Assemblies Mini Careers Fairs</b></p> <p><b>Tutor Time Activities</b></p> <p>Careers focused lessons embedded into RSCHE curriculum</p>	<p>End of Year Careers Networking Event Identified students able to return &amp; attend</p> <p><b>Assemblies</b></p> <p><b>Tutor Time Activities</b></p>

	Careers Guidance	Careers Guidance	Careers Guidance
<b>Year 12</b>	<p><b>Careers Fair</b> attended by FE and Sixth Form Colleges, Universities, Apprenticeship Team and Employers</p> <p><b>Assemblies</b></p> <p><b>Employer/Careers focused classroom-based activities &amp; workshops</b></p> <p><b>Tutor Time Activities</b></p> <p>Careers Guidance</p>	<p><b>NAW Event</b> <b>Guest Speakers</b> <b>Assemblies</b> <b>Mini Careers Fairs</b></p> <p><b>NCW Event</b> <b>Guest Speakers</b> <b>Assemblies</b> <b>Mini Careers Fairs</b></p> <p><b>Employer/Careers focused classroom-based activities &amp; workshops</b></p> <p><b>Tutor Time Activities</b></p> <p>Careers Guidance</p>	<p>End of Year Careers Networking Event</p> <p><b>Assemblies</b></p> <p><b>Employer/Careers focused classroom-based activities &amp; workshops</b></p> <p>Careers Guidance</p>
<b>Year 13</b>	<p><b>Careers Fair</b> attended by FE and Sixth Form Colleges, Universities, Apprenticeship Team and Employers</p> <p><b>Tutor Time Activities</b></p> <p><b>Employer/Careers focused classroom-based activities &amp; workshops</b></p> <p><b>Assemblies</b></p>	<p><b>NAW Event</b> <b>Guest Speakers</b> <b>Assemblies</b> <b>Mini Careers Fairs</b></p> <p><b>NCW Event</b> <b>Guest Speakers</b> <b>Assemblies</b> <b>Mini Careers Fairs</b></p> <p><b>Tutor Time Activities</b></p> <p><b>Employer/Careers focused classroom-based activities &amp; workshops</b></p> <p><b>Assemblies</b></p>	<p>End of Year Careers Networking Event Identified students able to return &amp; attend</p> <p><b>Assemblies</b></p>



	Opportunity of Careers Guidance	Opportunity of Careers Guidance	Opportunity of Careers Guidance
--	---------------------------------	---------------------------------	---------------------------------

### **Premises and facilities**

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the reception. Students can gain access to this literature through the school's Learning Resource Centre or the Careers Office.

### **Granting and Refusing Access:**

We will always try to provide access wherever possible. Access to students may be granted/refused based on the following criteria:

- The needs of the students
- The needs of the curriculum
- Timing of request
- Timing of the Academy day
- Nature of the request received from the provider
- Number of requests received from providers
- Number of requests received for a particular cohort of students
- Quality of previous interactions with our students

This list is not exhaustive and each access request will be considered on a case by case basis. The final decision to grant or deny access to students will be made by the Head of School.

### **Safeguarding:**

The academies policy for safeguarding which can be found on the school website, sets out the academies procedure for checking the identify and suitability of visitors. Education and training providers will be expected to adhere to this policy. This policy must be accessed and read before requesting access.

## **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)

## **Approval and review**

Approved July 2023 by Head of School

Next review: April 2025

Signed:   
Head of School **Mumin Humayan**