



## **Provider Access Policy Introduction**

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

### **Student entitlement**

All students 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 students of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (Year 8 to 9) and two encounters for students during the 'second key phase' (Year 10 to 11). For students 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 students 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 students from the provider)
- answer questions from students.

### **Meaningful provider encounters**

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students 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 students.

### Previous providers

In previous terms/years the following providers from the local area have attended events at the School:

- The Inspire Education Group – Stamford/Peterborough College
- Greater Peterborough UTC
- ASK/Workpays
- Armed Forces
- DWP
- Lincolnshire Talent Academy
- Access Creative College
- Eastern School of Performing Arts

Additionally, a large number of universities are invited into School to present assemblies and to attend our biennial Careers Fair.

### Destinations of our students

In 2021/22 our Year 11 students (240) moved to range of providers in the local area after school:

Destination	Number of Students	Percentage of Students
Remaining in Bourne Grammar School Sixth Form	199	82.9%
Other sixth forms	18	7.5%
Further Education College (Stamford/Peterborough)	20	8.4%
Specialist residential provider	1	0.4%
Moved out of area	2	0.8%

In 2021/22 our Year 13 students (249) moved to range of destinations after school:

Destination	Number of Students	Percentage of Students
Confirmed university place	196	78.7%
Music conservatoire	1	0.4%
Higher/Degree apprenticeships	8	3.3%
Employment	8	3.3%
Armed forces	1	0.4%
Gap year – travel, employment and application for university and apprenticeships	29	11.7%
Other	6	2.5%

## **Management of provider access requests**

### **Procedure**

A provider wishing to request access should contact Mrs Helen Elliot, Careers and UCAS Coordinator:

Email: [Careers@bourne-grammar.lincs.sch.uk](mailto:Careers@bourne-grammar.lincs.sch.uk)

Telephone: 01778 422288

### **Opportunities for access**

The School 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 School to speak to students or their parents or carers.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

The School also organizes a biennial Careers and Higher Education Fair which is open to students and parents.

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
Year 8		<b>Presentation by Grantham College</b>	
Year 9		<b>Presentation by Inspire Education Group</b>	<i>No encounters – legislation requires encounters to take place by 28 February if in Year 9</i>
Year 10			<b>Post 16 Options afternoon including presentation by Inspire Education Group</b>
Year 11	Post 16 provider Open Evenings  <b>Post 16 Apprenticeships</b>  <b>Assembly ASK Apprenticeships</b>	Post 16 Interviews	<i>No encounters – legislation requires encounters to take place by 28 February if in Year 11</i>  Confirmation of post-16 education and training destinations for all students
Year 12	<b>Year 12 lecture programme:</b>  <b>Presentations from UEA and ASK Apprenticeships</b>	Post 18 Options launch  Post 18 Options parents evening  Optional meetings with careers adviser	
Year 13	<b>Post 18 applications workshops and mock interviews with apprenticeship providers</b>		<i>No encounters – legislation requires encounters to take place by 28 February if in year 13</i>  Confirmation of post-18 education and training destinations for all students

## **Granting and refusing access to providers**

Access will be provided based on meeting the following criteria:

- Adequate room(s) and equipment are available, based on existing timetable commitments.
- Staff are available to attend, taking account of participant numbers and teaching timetables, to ensure DBS regulations are complied with.
- Students are available to attend, depending on the dates requested and curriculum considerations.
- Providers are able to present impartial, unbiased and high-quality, age-appropriate content, meeting equal opportunity requirements.
- Providers are GDPR compliant.

## **Safeguarding**

The School is committed to keeping children safe and our Child Protection and Safeguarding 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, which can be found on our school website.

## **Complaints**

Complaints about services from providers who use School premises or facilities should be directed to the provider concerned.

## **Premises and facilities**

The School will provide access to the main hall, classrooms, computer rooms and/or meeting rooms, as appropriate to the activity and subject to availability. The School will also make available AV and other specialist equipment to support Careers presentations. This will be discussed and agreed in advance of the visit with the Careers Leader.

Providers are welcome to leave a copy of their prospectus or other relevant literature for display within the Careers Office or on the School noticeboards.

## **Monitoring arrangements**

The School's arrangements for managing the access of education and training providers to students are monitored by the Careers Leader, Mrs H Elliot.