

Abbey Hill Academy: Provider Access Policy

Introduction

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

Pupil entitlement

All pupils in years 7-14 are entitled:

- To find out about vocational 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 vocational education and apprenticeships – through options events, assemblies, group discussions and taster events;
- To understand how to make applications for the full range of academic and vocational courses.

It specifies schools must provide at least six encounters with approved providers of apprenticeships and technical education for all their students:

Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend

Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend

Two encounters for pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend

Management of provider access requests procedure

A provider wishing to request access should contact:

Lynsey Thornton, Career lead, email lynsey.thornton@horizontrust.org.uk

Melissa Fisher Vice Principal Pastoral, Attendance and Well Being,
Telephone: 01642 677113 email: melissa.fisher@horizontrust.org.uk

If a provider wishes to raise a complaint then the procedure would be to contact:
James Newman Principal, email james.newman@horizontrust.org.uk

Premises and facilities

The academy will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. Academy staff will be provided, where required, to support students and providers with any SEMH or SEND support. This will all be discussed and agreed in advance of the visit, with the careers leader or a member of their team.

- Abbey Hill welcomes external encounters from employers and agencies in the forms of live on line encounters, virtual workshops and virtual tours.
- Support from external providers are welcomed in the form of CV workshops, mock interviews and application process.

Providers are welcome to leave a copy of their prospectus or other relevant course literature.

Opportunities for access

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and their parents or carers:

Year 7	<ul style="list-style-type: none"> ▪ Tutor based activities – Participation in Enterprise Week ▪ PSHE careers based topic. ▪ Guest speakers in assemblies, including ex-students talking about their own success. ▪ External employee encounters supported by the wider curriculum. ▪ Job of the month
Year 8	<ul style="list-style-type: none"> ▪ Tutor based activities – Participation in Enterprise Week ▪ PSHE careers based topic. ▪ Guest speakers in assemblies, including ex-students talking about their own success. ▪ External employee encounters supported by the wider curriculum. ▪ Job of the month
Year 9	<ul style="list-style-type: none"> ▪ Tutor based activities – Participation in Enterprise Week ▪ PSHE careers based topic. ▪ Guest speakers in assemblies, including ex-students talking about their own success. ▪ External employee encounters supported by the wider curriculum. ▪ 1:1 CIEAG meeting with impartial careers advisor. ▪ EHCP Review Meetings for students and their parents/carers to begin thinking about Post 16 Options

	<ul style="list-style-type: none"> ▪ Transition to Key Stage 4 work begins – Options Event for students and parents/carers to allow option choices to be made for Year 10 ▪ Job of the month
Year 10	<ul style="list-style-type: none"> ▪ Tutor based activities – Participation in Enterprise Week ▪ Guest speakers in assemblies, including ex-students talking about their own success ▪ External employee encounters supported by the wider curriculum. ▪ Stockton Riverside college and Middlesbrough College Taster Day ▪ Dedicated weekly careers lesson. Open Awards accreditation – Preparation for Work, Skills and qualities test, Writing a CV, Application forms and application process, Preparing for a job interview, Mock interviews. ▪ Introduction to pathways choices: tertiary colleges – A levels, T levels, vocational studies, apprenticeships, internships, HE and training providers. (where deemed appropriate) ▪ Second Options Event for students and parents/carers to allow option choices to be made for Year 11 ▪ Vocational accredited option choices – land based studies, hair & beauty, sport & fitness, adventure, photography, food technology, design technology, performing arts and computing. ▪ Job of the month
Year 11	<ul style="list-style-type: none"> ▪ EHCP Review Meetings for students and their parents/carers to make their final choices for Post 16 placements ▪ Opportunities CEIAG individual interviews and application support, if applicable. (previously Youth Direction) ▪ Opportunities drop in sessions for advice and support ▪ Dedicated careers lesson. Open Awards accreditation – Taking part in an Enterprise project. ▪ External employee encounters supported by the wider curriculum. ▪ Vocational accredited option choices – land based studies, hair & beauty, sport & fitness, adventure, photography, food technology, design technology, performing arts and computing. ▪ National citizen service program introduction. ▪ Job of the month

- Close liaison with Opportunities (Independent Careers Advisors) with respect to applications to tertiary colleges, apprenticeships, internships and training providers. Supported by in house CEIAG lead who works to deliver guidance and support transitions to new providers and arranges taster sessions.
- CEIAG sessions available on request and dedicated information section in the library.
- Partnership with Tees Valley combined authority.

- Previous partnerships and on going stakeholders:
 - Stockton Riverside College
 - Bede College
 - Middlesbrough College
 - Askham Bryan College
 - Skills Academy
 - Stockton Sixth Form College
 - TTE/Neta
 - Shaw Trust
 - Project Choice
 - Job Centre Plus
 - Learning Curve
 - Jacobs-Emma Hughes
 - Tees valley learning provider network
 - Lingfield-Choosing pathways
 - Learning live
 - Speaker for schools
 - Kalma life
 - New college durham
 - Pizza Express
 - Young Enterprise
- Employability and Enterprise accreditation built into student learning pathways.
- Destination of previous students is linked to the SOS data, this provides information regarding their next pathway.

