



# Policy statement on provider access

## The City of Leicester College: 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 purposes 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

Students in years 8-13 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 evenings, 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 8 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. We are committed to providing meaningful encounters to all pupils. Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

## **Destinations of our pupils**

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

- Apprenticeships: 1.5%
- School Sixth Form: 42%
- Sixth Form College: 33%

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

- DeMontfort University:
- Leicester University
- Loughborough University

## **Management of provider access requests**

### **Procedure**

A provider wishing to request access should contact:

Kayshia Davey (Careers Officer) Telephone: 0116 2413984 Email: [kpotter@tcolc.aspirelp.uk](mailto:kpotter@tcolc.aspirelp.uk)

Chris Dakin (Careers Leader) Email: [cdakin@tcolc.aspirelp.uk](mailto:cdakin@tcolc.aspirelp.uk)

### **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 pupils or their parents or carers. Please speak to our Careers Leader to identify the most suitable opportunity for you.

	AUTUMN TERM	SPRING TERM NATIONAL CAREERS WEEK - ALL YEARS	SUMMER TERM	
<b>Year 7</b>			PSHE Curriculum	
<b>Year 8</b>		PSHE Curriculum		
<b>Year 9</b>		PSHE Curriculum – options/Unifrog Year 9 Careers fair Options evening Options interview	Introduction to LEBC and Work Experience  PSHE Curriculum Connexions Q&A Sessions	
<b>Year 10</b>	Virtual – World Skills UK live  STEAM Assembly	PSHE Curriculum – Unifrog  Work Experience – LEBC	Leicester College Discovery Day for identified students  Post 16 Experience Days  Start of the 1:1 Careers Appointments	
<b>Year 11</b>	PSHE Curriculum – Post 16 applications  1:1 Careers appointment  Post 16 open evening  Assembly on opportunities at Post 16  Post 16 applications	Introduction to Unifrog  Sixth form interviews	Post-16 enrolment event  NCS Summer programme	
<b>Year 12</b>	Introduction to Unifrog	Social Science Careers Day	Work Experience – LEBC  Support with UCAS/Apprenticeship applications	
<b>Year 13</b>	UCAS and higher apprenticeship applications  Apprenticeship Talk  Unifrog	Apprenticeship Talk  Social Science Careers Day		

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

The school policy on safeguarding [\[link\]](#) sets out the school's approach to allowing providers into school as visitors to talk to our students.

## 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. 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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers, which is managed by the school librarian. The Resource Centre is available to all students at lunch and break times.

## Approval and review

**Signed:** *Mr. K Vernon* (Head Teacher)

**Date:** 23/01/2023

Statement to be reviewed annually.