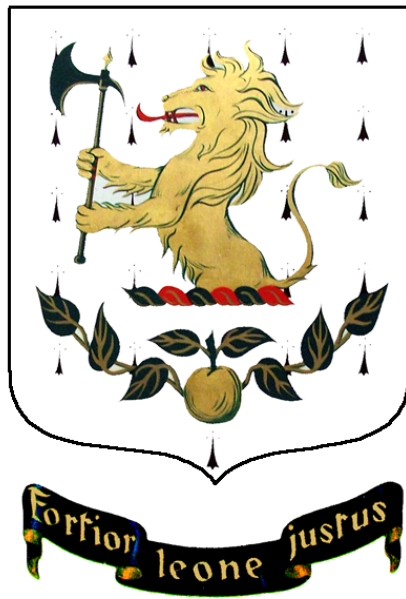


Ribston Hall High School Provider Access Policy Statement



Approved by:	Alec Waters	Date:	31/01//2024
Last reviewed on:			
Next review due by:	01/02/2025		

Contents

1. Aims	2
2. Statutory requirements	2
3. Student entitlement.....	3
4. Management of provider access requests.....	3
5. Previous providers	8
6. Pupil destinations.....	8
7. Complaints	8
8. Links to other policies	8
9. Monitoring arrangements.....	9

1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13 (see more detail in section 2.1 below).

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 Act 2022](#) and on page 43 of guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](#).

This policy shows how our school complies with these requirements.

2.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
 - All pupils must attend
 - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
 - All pupils must attend
 - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
 - Pupils can choose to attend
 - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

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 qualifications or apprenticeships they offer
- Explain what career routes those options could lead to
- Provide insights into what it might be like to learn or train with that provider
- Answer any questions from pupils

2.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils.

One encounter is defined as one meeting/session between pupils and one provider.

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

3. Student entitlement

All students in years 8 to 13 at Ribston Hall High School are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our 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 e.g. Year group assemblies, visits, workshops and talks.
- Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact Miss Louisa Phoenix, Careers Lead.

Telephone: 01452 382249

Email: careers@Ribstonhall.gloucs.sch.uk

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers. We run "Personal Development Days" throughout the academic year. Students are off-timetable on these days and are offered a variety of Careers and PSHE activities.

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	<p>Personal Development Day 1 (25th October 2023)</p> <p>Assembly and tutor group opportunities -employability skills, team building</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>	<p>Personal Development Day 2 (6th February 2024)</p> <p>National Apprenticeship Week 5th – 9th February</p> <p>National Careers Week (4th – 8th March 2024)</p> <p>International Women’s Day (8th March 2024)</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>	<p>Personal Development Day 3 (11th April 2024)</p> <p>Personal Development Day 4 (5th July 2024)</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>
YEAR 9	<p>Personal Development Day 1 (25th October 2023)</p> <p>Assembly and tutor group opportunities -employability skills, team building</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>	<p>Year 9 Options Evening – invite to apprenticeship providers & local employers</p> <p>Personal Development Day 2 (6th February 2024)</p> <p>National Apprenticeship Week 5th – 9th February</p> <p>National Careers Week (4th – 8th March 2024)</p> <p>International Women’s Day (8th March 2024)</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>	<p>No encounters – encounters must have taken place by 28 February</p>
YEAR 10	<p>Personal Development Day 1 (25th October 2023)</p> <p>Assembly and tutor group opportunities - employability skills, team building</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>	<p>Personal Development Day 2 (6th February 2024)</p> <p>National Apprenticeship Week 5th – 9th February</p> <p>National Careers Week (4th – 8th March 2024)</p> <p>International Women’s Day (8th March 2024)</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>	<p>Personal Development Day 3 (11th April 2024)</p> <p>Personal Development Day 4 (5th July 2024)</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p> <p>Year 10 Employer Practice Interviews</p>

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 11	<p>Personal Development Day 1 (25th October 2023)</p> <p>Sixth Form Open evening – invite to HE providers & apprenticeship providers</p> <p>Assembly and tutor group opportunities – promotion of employment opportunities, universities, gap year activities, summer schools, student finance, volunteering</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>	<p>Personal Development Day 2 (6th February 2024)</p> <p>National Apprenticeship Week 5th – 9th February</p> <p>National Careers Week (4th – 8th March 2024)</p> <p>International Women’s Day (8th March 2024)</p> <p>Assembly and tutor group opportunities – promotion of employment opportunities, universities, gap year activities, summer schools, student finance, volunteering</p> <p>Apprenticeships – support with applications</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>	<p>No encounters – encounters must have taken place by 28 February</p> <p>Confirmation of post-16 education and training destinations for all pupils</p>

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 12	<p>Personal Development Day 1 (25th October 2023)</p> <p>Work experience launch assembly and preparation</p> <p>Post 18 options session</p> <p>Apprenticeships assembly</p> <p>Assembly and tutor group opportunities – promotion of employment opportunities, universities, gap year activities, summer schools, student finance, volunteering</p> <p>Subject specific opportunities – workshops, lectures, hands-on sessions, employer visits – relevant to course learning.</p> <p>University taster days</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>	<p>Personal Development Day 2 (6th February 2024)</p> <p>National Apprenticeship Week 5th – 9th February</p> <p>National Careers Week (4th – 8th March 2024)</p> <p>International Women’s Day (8th March 2024)</p> <p>Assembly and tutor group opportunities – promotion of employment opportunities, universities, gap year activities, summer schools, student finance, volunteering</p> <p>Apprenticeships – support with applications, assessment centres</p> <p>Subject specific opportunities – workshops, lectures, hands-on sessions, employer visits – relevant to course learning.</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p>	<p>Personal Development Day 3 (11th April 2024)</p> <p>Personal Development Day 4 (5th July 2024)</p> <p>Work experience opportunity (1 week)</p> <p>Subject specific opportunities – workshops, lectures, hands-on sessions, employer visits – relevant to course learning.</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p> <p>Small group opportunities – employability skills.</p> <p>University & apprenticeship application preparation including personal statement writing.</p>

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 13	<p>Personal Development Day 1 (25th October 2023)</p> <p>Assembly and tutor group opportunities – promotion of employment opportunities, universities, gap year activities, summer schools, student finance, volunteering</p> <p>Apprenticeships – support with applications</p> <p>Subject specific opportunities – workshops, lectures, hands-on sessions, employer visits – relevant to course learning.</p> <p>Careers Conversation lunchtime careers talks (open to all students))</p> <p>Small group opportunities – employability skills.</p>	<p>Personal Development Day 2 (6th February 2024)</p> <p>National Apprenticeship Week 5th – 9th February</p> <p>National Careers Week (4th – 8th March 2024)</p> <p>International Women’s Day (8th March 2024)</p> <p>Assembly and tutor group opportunities – promotion of employment opportunities, universities, gap year activities, summer schools, student finance, volunteering</p> <p>Apprenticeships – support with applications</p> <p>Subject specific opportunities – workshops, lectures, hands-on sessions, employer visits – relevant to course learning.</p> <p>Careers Conversation lunchtime careers talks (open to all students)</p> <p>Small group opportunities – employability skills.</p>	<p>No encounters – encounters must have taken place by 28 February</p> <p>Confirmation of post-18 education and training destinations for all pupils</p>

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

These events will run in line with any measures related to public health incidents, including COVID-19.

4.3 Granting and refusing access

Requests will be considered on a case-by-case basis, depending on the relevancy of the offer to Ribston students, the timing/availability in the school year and costs incurred.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the school’s procedure for checking the identity and suitability of visitors. Visitors to site will be required to show identification upon arrival. We would encourage visitors with current DBS certification to also bring evidence of it.

Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

The school will make the Main Hall, Parrish, (or equivalent large space) or classrooms 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 where appropriate. This will all be discussed and agreed in

advance of the visit with the Careers Lead or teacher in charge of the activity. Our largest spaces are on ground floor level and wheelchair accessible.

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, which will be made available to students in the careers section of the school library or used during 1:1 discussions with the careers adviser. The library is accessible to all pupils before school, at break, lunchtime and after school until 4pm.

5. Previous providers

Previously, we have invited the following providers from the local area to speak to our pupils:

British Army

Gloucestershire Hospitals NHS Foundation Trust

Gloucestershire Health & Care NHS Foundation Trust

ASK Apprenticeships

University of Gloucestershire

Gloucestershire Constabulary

SGS College

Berkeley Green UTC

Royal Navy

Royal Air Force

Spirax Sarco

Project Trust

6. Pupil destinations

Last year, our year 11 pupils moved to a range of providers after school:

- 72% of students progressed into sixth form provision
- 25% of students progressed into Further Education
- 2% of students progressed into an Apprenticeship
- Less than 1% of students progressed into UTC provision

Last year, our year 13 pupils moved to a range of providers after school:

- 73% of students progressed into Higher Education
- 8% of students progressed on to an apprenticeship (including Degree Apprenticeships)
- 3% of students progressed into employment
- 1% of students progressed into Further Education
- 2% of students progressed into Year 14
- 13% of student destinations were unknown at time of this statement.

7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure [Complaints Policy and Procedures](#) or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

8. Links to other policies

- [Safeguarding & Child Protection Policy](#)

Get the knowledge you need to act at [thekeysupport.com](https://www.thekeysupport.com)

© The Key Support Services Ltd | For terms of use, visit [thekeysupport.com/terms](https://www.thekeysupport.com/terms)

9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Louisa Phoenix, Careers Lead.

This policy will be reviewed by the Headteacher and the Careers Lead annually. At every review, the policy will be approved by the governing board.