



POLICY FOR	PROVIDER ACCESS
PERSON RESPONSIBLE	CAREERS LEADER
REVIEW DATE	March 2023
NEXT REVIEW DATE	March 2024
APPROVED BY	GOVERNING BODY

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 7-13 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.

Management of provider access requests

Procedure :

A provider wishing to request access should contact;

Helen Cable, Careers Leader helen.cable@themallingschool.kent.sch.uk

Angela Willis, Careers Adviser willisa@themallingschool.kent.sch.uk

Lisa Alexander, Careers Advisor Lisa.Alexander@themallingschool.kent.sch.uk

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 7-9) 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 who 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 data

Please refer to the school website for up to date data.

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/or their parents/carers:

	Autumn Term	Spring Term	Summer Term
Year 7	Period 1 sessions	National Careers Week	Careers Week School Careers Fair (Careers assembly)
Year 8	Period 1 sessions	National Careers Week	Careers Week School Careers Fair Careers assembly
Year 9	Period 1 sessions	National Careers Week KS4 Options event	Careers Week School Careers Fair Options assembly
Year 10		National Careers Week	Careers Week CV preparation Mock Interview day School Careers Fair

			Post 16 Options assembly Period 1 sessions
Year 11	Post 16 Options assembly Kent Choices sessions NCS Assembly and sign- up session	National Careers Week Post 16 evening	
Year 12	HE Fair Post 18 Options assembly Employability Day NCS Assembly and sign -up session Supported Internships	National Careers Week Small group sessions: future education, training and employment options Apprenticeship Fair UCAS convention	Careers Week Small group sessions: future education, training and employment options Personal Statement workshops UCAS workshops Apprenticeship work shops School Careers Fair
Year 13	Personal Statement workshops UCAS workshops Apprenticeship work shops Supported Internships	National Careers Week Workshops – HE and higher apprenticeship applications Apprenticeship Fair	School Careers Fair

Who we work with:

- BEMIX – Supported employment
- The Education People
- KT and A – Supported employment
- Zakon Training Ltd – Criminology (KS5)
- Oxford University outreach (KS5)
- University of Kent – History (KS5)
- The Education Business Partnership (KS5)
- Kent and Medway Progression Federation
- ASK apprenticeships
- Nuffield Research
- Future Doctors
- Medic Mentor
- Mid Kent College

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

UNIFROG

In keeping with our commitment to provide students with outstanding careers guidance and tailored support when choosing their next step after school, we will now be using Unifrog; an award-winning, online careers platform.

All students will have access to Unifrog from year 7 onwards.

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 Resource Centre, which is managed by the school librarian. The Resource Centre is available to all students at lunch and break times.

Approval and review