Provider Access Policy

Setting: Castle Newnham School

DIRECTOR OF EDUCATION: Alison Wilshaw (awilshaw@bestacademies.org.uk)

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APPROVED BY:	Local Governing Board
NEXT REVIEW DATE:	November 2027

A. RATIONALE

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

B. AIM

We will provide pupils with a minimum of two provider encounters for pupils during the 'first key phase' (year 8 to 9) and two provider encounters for pupils during the 'second key phase' (year 10 to 11) by the end of February during the second year.

C. PRINCIPLES

Pupil Entitlement

All pupils in years 8 – 11 are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of a careers programme, which provides information on the full range of education and training options available at Post 16.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships through: options events; assemblies and taster events
- Understand how to make applications for the full range of academic and technical courses.

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 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 pupils.

Previous providers

In previous terms/years we have invited the following providers from the local area to speak to our pupils:

- Bedford College Group (Including Bedford College, Bedford 6th Form, Shuttleworth College, Tresham College)
  - Bedford Academy 6th Form
  - Mark Rutherford 6th Form
  - Biddenham International School
  - Kimberley College
  - SSG

We continue to develop our programme and will be seeking additional opportunities to bring in employers and employees to share their experiences with our pupils.

Destinations of our pupils

Last year our year 11 pupils moved to range of providers both in the local area and beyond to continue their education and training:

- *29% - Further Education i.e College*
- *45% - Sixth Form College*
- *18% - School 6th Form*
- *8% - Apprenticeships*

D. PROCESSES

Management of provider access requests

A provider wishing to request access should contact:

Amy Selwood and Rachel Moore - Careers Lead
Telephone: 01234 303403
Email: CastleHorizons@bestacademies.org.uk

Opportunities for access

The school offers the **four provider encounters required by law** and a number of additional events, integrated into the school careers programme.The programme continues to evolve including a focus on careers in the curriculum, alternative out of curricular activities, assemblies, access to an independent careers adviser and PSHE with a careers

and aspirations focus. The careers programme overview is shown in the table below. Please speak or email our careers lead in the first instance to identify the most suitable opportunity for you.

Key Stage 3 PSHE Programme

Year 7	Year 8	Year 9
Managing Money at Secondary School	Lifelong Skills - What Do Employers Look For?	The Challenges and Rewards of Work
Study Skills	Employability Skills in the Curriculum	What Does Success Mean To Me?
Problem Solving	Teamwork / Enterprising	Part Time Work - Rights and Responsibilities
Bright Futures at CN - What is 'Careers?'	Communication	Volunteering vs Paid Work
Informed Decision Making	Leadership and Accepting Feedback	Super Hero CV's
Who Am I?	Problem Solving and Creativity	Interviews and References
Young Entrepreneur / Self Employment	Managing Criticism and Accepting Responsibility	Taking Control of Your Career Journey - Using Initiative
	Negotiation, Persuasion and Influence	Bright Futures and Next Steps - GCSE Options

Key Stage 4 PSHE Programme

Year 10	Year 11
Where Do My Values Come From?	Preparing For Change
Being a Role Model for Younger Pupils	My Study Plan
What Careers Are Available To Me?	Managing Money: Payslips
Labour Market Information (LMI)	Managing Money: Tax
Jobs Of The Future	Managing Money - National Insurance
Is AI Taking My Job?	Managing Money - Budgeting and Saving
In Person, Hybrid or Remote?	Managing Money - Borrowing
Do Job Stereotypes Still Exist?	Managing Money - Pensions
Digital Footprints, Online Presence and Future Employability	Managing Money - Renting
Making Informed Decision - Post 18 Options	Managing Money - Mortgages
Apprenticeships vs Higher Education	Future Skills Questionnaire and Results Day
Making Informed Decision - Post 16 Options	Being An Alumni

The PSHE programme is supplemented with wider activities, including access to an independent careers adviser during key transition stages, events during National Apprenticeship and National Careers Week and many more activities including, but not exclusive to, 'Positively You', Next Steps Days, University of Bedfordshire Taster Sessions and parental engagement opportunities.

Premises and Facilities

The school will make the main hall, classrooms or private meeting rooms 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. This will all be discussed and agreed in advance of the visit with the Careers Lead or a member of the careers team.

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 at the Careers Resource Centre, which is managed by the Careers Lead. The Resource Centre is available to all pupils at lunch and break times.

Safeguarding

Our Child protection 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.

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

E. MONITORING, ASSESSMENT & EVALUATION

The Careers Lead is responsible for the monitoring, review and evaluation of provider access. This policy will be reviewed every two years.