



Provider Access Policy

Reviewed by: Governors

Date of Policy: January 2023

To be reviewed: September 2023

Cockburn Laurence Calvert Academy: Provider Access Policy

Introduction

This policy statement sets out the academy's arrangements for managing the access of providers to pupils at the academy for the purposes of giving them information about the provider's education or training offer. This complies with the academy'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 guided destination evenings, assemblies and group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

For students of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (year 8 to 9) and two encounters for students during the 'second key phase' (year 10 to 11).

These provider encounters will be scheduled during the main academy 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 students from the provider)

Meaningful provider encounters

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students 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 students.

Previous providers

As a new academy, we do not have previous providers, but other secondary academies within the Trust have invited the providers listed below and it is our intention to replicate this approach so that providers from the local area speak to our students:

- Elliot Hudson College
- Notre Dame 6th Form College
- Leeds City College
- Leeds College of Building
- Wakefield College
- Pro-Elite

- Leeds Beckett University
- Aspire-Igen Opportunity Centre
- Ask Apprenticeships

Management of provider access requests

Procedure

A provider wishing to request access should contact

Mr R Riley Assistant Headteacher

Telephone: **0113 487 2837**

Email: info@cockburnlca.org

Opportunities for access

The academy offers the four provider encounters required by law (marked in bold text) in Y8-11 and a number of additional events, integrated into the careers programme.

We will offer providers an opportunity to come into the academy to speak to students or their parents or carers.

Please speak to our careers leader to identify the most suitable opportunity for you.

Year	Aspiration Focus	Careers Guidance and Activities	Careers Adviser Support
7	<ul style="list-style-type: none"> • Encounter 1 with employers. • Explore employment skills, interests and personal qualities. 	<ul style="list-style-type: none"> ✓ Year 7 Encounter with employers through assemblies which include a range of guest speakers from the world of work. Take part in STEM activities. ✓ Start your careers plan during form time with activities that focus on developing your personal qualities and skills. ✓ Learn about the world of work in PSHE lessons. 	<ul style="list-style-type: none"> ◇ A one-to-one careers guidance meeting is available on request, ask your PSHE teacher for details.
8	<ul style="list-style-type: none"> • Encounter 2 with employers. • Understand where Guided Destination choices can take you in the future. 	<ul style="list-style-type: none"> ✓ Year 8 Encounter with employers through assemblies which include guest speakers from local businesses and their career paths. ✓ Develop your careers plan during form time by focusing on your skills as a learner. ✓ Learn about the labour market and future career paths in PSHE lessons. ✓ Make your Guided Destinations choices and the links to your future career paths. 	<ul style="list-style-type: none"> ◇ A one-to-one careers guidance meeting is available on request, ask your PSHE teacher for details. ◇ An appointment for you and your parents/carers on request at Progress Review Evenings.
9	<ul style="list-style-type: none"> • Encounter 3 with employers. • Importance of enterprise and employability skills. 	<ul style="list-style-type: none"> ✓ Year 9 Encounter with employers through assemblies which include a range of guest speakers from local businesses and enterprises. ✓ Develop your careers plan during form time. ✓ Learn about the importance of enterprise and employability in PSHE and Citizenship lessons. Take part in STEM activities. 	<ul style="list-style-type: none"> ◇ A one-to-one careers guidance meeting is available on request, ask your PSHE teacher for details.
10	<ul style="list-style-type: none"> • Encounter 4 with employers - undertaking Work Experience. • Understand Post-16 options and the application process. 	<ul style="list-style-type: none"> ✓ Year 10 Encounter with employers through assemblies and talks which include guest speakers from Universities, Civil Services, Armed Forces, careers in creative industries and local employers. ✓ Have a mock interview with an employer. ✓ Develop your careers plan during form time. ✓ Learn about how to prepare for work experience in Citizenship lessons. 	<ul style="list-style-type: none"> ◇ Receive a one-to-one careers guidance meeting to discuss potential Post-16 options and applications and support with arranging Work Experience. ◇ An appointment for you and your

	<ul style="list-style-type: none"> • Focus on employability skills such as building a CV and job interviews. 	<ul style="list-style-type: none"> ✓ Opportunities to complete Work Experience placements or workshops related to careers. 	<p>parents/carers on request at Progress Review Evenings.</p>
11	<ul style="list-style-type: none"> • Encounter 5 with employers – Post 16 interviews. • Personal guidance on preparing to leave school and the transition to Post-16. • Focus on employability skills such as Post-16 interviews. 	<ul style="list-style-type: none"> ✓ Year 11 Encounter with employers: Attend assemblies and talks including speakers from Post-16 providers, Universities, Armed Forces. ✓ Develop your careers plan during form time. ✓ Learn about how to prepare for Post-16 in Citizenship lessons and complete UCAS Progress. ✓ Attend a Careers Fair and/or National Apprenticeship show. ✓ Have access to virtual work experience placements. ✓ Attend Post-16 interview. 	<ul style="list-style-type: none"> ◇ Receive a one-to-one careers guidance meeting to discuss Post-16 options and applications. ◇ One-to-one meetings with your Assertive Mentor to discuss progress with Post-16 applications. ◇ An appointment for you and your parents/carers can be made on request at Progress Review Evenings to discuss Post-16.

The academy policy on safeguarding (*available on the school website*) informs visitors of the protocols involved with working with young people in our academy.

Premises and facilities

The academy will make the hall, classrooms or meeting room available where possible for discussions between the provider and students, as appropriate to the activity. The academy 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 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 students.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the front office. This will then be placed in our Careers Area in the LRC which is available to all students at break and lunchtimes.

Complaints

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