



The
Appleton
School

Provider Access Policy

Adopted by the Governing Body on	31.01.2023
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January 2023

Provider Access Policy

Introduction

The Appleton School's CEIAG Policy sets out the arrangements for allowing a range of education and training providers to access all students in years 8 to 13 in order to give them information about their technical education and apprenticeships programme. This complies with the School's legal obligations under the Technical and Further Education Act 2017 and Section 42B of the Education Act 1997.

Student Entitlement

All students in years 8 to 13 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 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, 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 in years 8 to 9, and two encounters for students in years 10 to 11. For students in years 12 to 13, particularly those who have not decided on their next steps, there will be at least two more encounters which are optional for students to attend.

These provider encounters will be scheduled during 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 careers 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 students

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](#).

Management of provider access requests

Procedure

Providers wishing to request access to students, other than at events which are already embedded in the careers programme, should send an email to kpalmer@theappletonschool.org or contact Mrs Palmer on 01268 794215.

Opportunities for access

The school offers the six provider encounters required by law as well as a number of additional events as shown in our Careers Programme which is available on the School's website. We will offer providers an opportunity to come into school to speak to students or their parents/carers in the form of assemblies or drop-ins which take place outside of lesson time.

Premises and facilities

A suitable venue will be made available which is appropriate to the activity. Technical and specialist equipment will be made available if possible and will be discussed and agreed in advance of the visit.

Providers are welcome to leave a copy of their prospectus, leaflets, or other relevant course literature, for students and this will be made available in the Careers Resource Area which is open before and after school and at break and lunch time or electronic copies will be published on the School's Careers Portal which is available to all students and parents/carers. Posters advertising open events will be displayed on the student noticeboard outside the Careers Resource Area.

Contact: Mrs Kate Palmer

kpalmer@theappletonschool.org

01268 794215