

## The Hessle Academy Policy for Provider Access

**Effective Date:**  
April 2018



# THE HESSLE ACADEMY

**Date of most recent approval by the Board of Governors:**  
November 2023

**Review Committee:**  
Local Boards

**Next Review Date:**  
November 2025

**Owner(s):**  
Deputy Headteacher

### **Policy rationale/aim**

This policy statement sets out the Academy's arrangements for managing the access of providers to pupils at the Academy for the purpose of giving 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.

### **Pupil entitlement**

All pupils 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 pathways events, seminars, group discussions and taster events
- to understand how to make applications for the full range of academic and technical courses

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 8 to 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 that 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:

- to share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- to 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)
- to 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.

### Management of provider access requests

#### Procedure

A provider wishing to request access should contact Deputy Headteacher – Director of Studies, telephone: 01482 648604.

Providers will need to arrange to meet with representatives of the SLT and Careers team to discuss their recruitment aims with the Academy to enable the selection of an appropriate event that gives access to particular student groups.

The Academy is happy to arrange appropriate sessions but these must be scheduled at an appropriate time within the CEIAG (Careers, Education, Information, Advice and Guidance) programme that we operate. We want students to make key decisions armed with the correct information within the right context.

#### Opportunities for access

A number of events, integrated into the Academy careers programme, will offer providers an opportunity to come into the Academy to speak to pupils and/or their parents/carers:

<b>Year 8</b>	Progress Evening	Information Evening	
<b>Year 9</b>		Information Evening	KS4 Pathways Fair
<b>Year 10</b>		IAG Week Activities	Assemblies
<b>Year 11</b>		IAG Week Activities	
<b>Year 12</b>		HE Application Process	
<b>Year 13</b>			

#### Premises and facilities

The Academy will make the main hall or classroom available 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 the Deputy Headteacher, Careers Leader or a member of their team. Providers are welcome to leave a copy of their prospectus or other relevant course literature which the Academy will display and stock in appropriate careers resource areas and interview rooms.

A copy of the Prospectus, handouts and the script of any presentation must be sent to the Deputy Headteacher at least a week before any visit to the Academy for approval.

#### Monitoring and evaluation

The Academy will continue to monitor and evaluate all internal and external CEIAG (Careers, Education, Information, Advice and Guidance) to ensure that the information, advice and guidance is appropriate and best practice for all our learners.

We will continue to engage with a range of local providers and will evaluate their provision through staff and student voice evaluation. External providers will also be encouraged to evaluate their experience.