



*The*  
**COUNTY**  
**HIGH SCHOOL**  
*Leftwich*

Achieving Excellence for all

Aspiration Kindness Pride

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**Document Control Sheet**

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## PROVIDER ACCESS POLICY

### 1. Background

- 1.1. The Sir John Brunner Foundation is a multi-academy trust created under the provisions of the Academies Act 2010. The Foundation is a company limited by guarantee incorporated in England and Wales with company number 11227336. It is an exempt charity and its Directors are also charity trustees.
- 1.2. The County High School Leftwich is a member of the Sir John Brunner Foundation and will deliver Provider Access in accordance with this policy and ensure that its contents are shared with all relevant stakeholders.

### 2. Introduction

- 2.1. This policy statement sets out the secondary academy arrangements for managing the access of providers to the school for the purpose of giving them information about the provider's education or training offer. It sets out the following:
  - Procedures in relation to requests for access.
  - The grounds for granting and refusing requests for access.
  - Details of premises or facilities to be provided to a person who is given access.
- 2.2. The statutory duty is outlined in [section 42B of the Education Act 1997](#), the [Skills and Post-16 Act 2022](#) and [Department for Education \(DfE\) guidance on careers guidance and access for education and training providers](#). From September 2025, the DfE expects all institutions to use the updated [Gatsby Benchmarks](#).

### 3. Encounters

- 3.1. Students must receive at least 6 encounters with a provider of technical education or apprenticeships.
- 3.2. As a minimum, schools must offer:
  - 2 encounters that are mandatory for all students to attend that take place any time during year 8 or between 1 September and 28 February during year 9
  - 2 encounters that are mandatory for all students to attend that take place any time during year 10 or between 1 September and 28 February during year 11

- 2 encounters that are mandatory for the school to put on, but optional for students to attend, to take place any time during year 12 or between 1 September and 28 February during year 13.

All 6 encounters must happen for a reasonable period of time during the standard school day. Complementary experiences that take place outside of school hours are still encouraged but do not count towards these requirements.

### 3.3. Meaningful encounters with providers

The Sir John Brunner Foundation is committed to providing meaning encounters for all students.

A meaningful encounter:

- Is where the student can explore what it is like to learn, develop and succeed in that environment
- Involves meeting both staff and learners/trainees
- Has a clear purpose
- Is underpinned by learning outcomes that are appropriate to the needs of the student
- Involves a 2-way interaction between the student and the provider
- Includes information about the provider, such as their recruitment and selection processes, the qualifications that provider offers and the careers these could lead to
- Describes what learning or training with the provider is like
- Is followed by opportunities for the student to reflect on the insights, knowledge or skills gained through the encounter

### 3.4. Schools should ask each provider to inform students of the following:

- Information about the provider
- the technical education qualifications or apprenticeships that the provider offers
- the careers those technical education qualifications or apprenticeships might lead to
- what learning or training with the provider is like

Providers should also answer questions from students.

## 4. Student Entitlement

All students in years 8 to 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.

#### 4. Management of Provider Access Requests

A provider wishing to request access should contact The County High School Leftwich Career Leader - Mr Kinder [mkinder@leftwichhigh.com](mailto:mkinder@leftwichhigh.com)

#### 5. Opportunities for Access

- 5.1. A number of events, integrated into the County High School Leftwich Careers Programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 7</b>	Assemblies	Celebration of National Apprenticeship Week and National Careers Week during Personal Development sessions	EFL: Introduction to Careers Assemblies EFL: Introduction to Labour Market Information Careers Day
<b>Year 8</b>	Assemblies	Assemblies Celebration of National Apprenticeship Week and National Careers Week during Personal Development sessions	EFL Unit: Barclays Life Skills Careers Day: Experiences of the workplace

<b>Year 9</b>	Assemblies	Year 9 Electives Evening Careers Fair EFL: Local Labour Market Information Year 9 Electives Interviews Celebration of National Apprenticeship Week and National Careers Week during Personal Development sessions	Careers Day: Encounters with Employers
<b>Year 10</b>	Assemblies	EFL: Mock Interview Unit and Mock Interview Day Careers Fair On-going Careers Interviews with Careers Advisor Celebration of National Apprenticeship Week and National Careers Week during Personal Development sessions	Year 10 Taster Days to Post-16 providers On-going Careers Interviews with Careers Advisor Work Experience
<b>Year 11</b>	Post 16 Destination Assemblies including local colleges and apprenticeship providers	On-going Careers Interviews with Careers Advisor	

\*Workplace Experience Visits are generated throughout the year.

- 5.2. Providers should contact The Academy's Careers Leader to identify the most suitable opportunity.
- 5.3. Each access request will be considered on a case-by-case basis.

5.4. We will grant access requests where there is opportunity for a positive contribution to our careers programme.

5.5. We will consider requests for live online encounters with providers

## **6. Premises, Facilities and Safeguarding**

6.1. The County High School Leftwich will also make appropriate provision 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 before the presentation.

6.2. Providers are welcome to leave a copy of their prospectus or other relevant course literature at Reception, so that any appropriate resources can be made available to students.

6.3. The County High School Leftwich Safeguarding Policy outlines the Academy's procedure for checking the identity and suitability of visitors. All providers and visitors will be expected to adhere to the Safeguarding and Child Protection Policy and the Visiting Speakers Framework which will be communicated before the visit takes place.

## **7. Complaints**

Any complaints related to provider access can be raised following The Sir John Brunner Foundation Compliments and Complaints Policy.

## **8. Monitoring Arrangements**

This policy, the information included, and its implementation will be monitored by the Governing Body and reviewed annually or in the event of changes in guidance and legislation.