

# WEST DERBY SCHOOL



## PROVIDER ACCESS POLICY

This policy will be reviewed	Annually
Previously reviewed on	17/01/2023
Approved on:	11/09/2024
Next review date:	30/09/2025 (and/or as any amendments to careers programme of events are made)
Signed:	S Graham (Headteacher)

## **Compliance**

1.1. This policy has been prepared with due regard to the following statutory provisions, guidance and policy:

1.1.1. Section 42B Education Act 1997

1.1.2. Skills and Post-16 Education Act of 2022

1.1.3. The Department for Education's statutory guidance, "Keeping children safe in education"; and

1.1.4. West Derby School's Child Protection Policy and Additional Safeguarding Advice for Visitors.

## **2. About this policy**

2.1. West Derby School is committed to ensuring that its pupils receive rounded careers guidance incorporating opportunities in technical education and through apprenticeships. The school has a well-established careers guidance programme. This policy compliments that programme.

### **What are pupils entitled to?**

Pupils in Years 8 to 13 are entitled to:

- Learn more about technical education qualifications and apprenticeship opportunities, as part of a careers programme which informs pupils of the full range of education and training options available to them at each transition point.
- Hear from a range of local providers about the opportunities on offer, for example, technical education and apprenticeships – this can be achieved through options evenings, assemblies, group discussions, careers carousels and taster events.
- Understand how to apply to the full range of academic and technical courses available to them.

All pupils in Years 8 to 13 will receive at least six encounters with accredited providers of technical education and apprenticeships. These encounters will be divided accordingly:

- During the first key phase (Year 8 to Year 9) all pupils must attend two mandatory sessions by accredited providers
- During the second key phase (Year 10 and 11) all pupils must attend two mandatory sessions by accredited providers
- During the third key phase (Year 12 and Year 13) there will two sessions by accredited providers – these will be optional for pupils to attend.

### 3. Procedure for provider access requests

3.1. Should a provider wish to request access to our pupils, a written request should be sent to TEA@westderbyschool.co.uk. This will be forwarded to:

Carmel Jones. [c.jones@westderbyschool.co.uk](mailto:c.jones@westderbyschool.co.uk). 0151 235 1300

3.2. C Jones will acknowledge your request and advise you of the next available opportunity within the careers guidance programme for the provider to access our pupils.

3.3. The school will also need to have information about your organisation, what technical education or apprenticeships you offer and what you propose to do if granted access to our pupils.

### 4. Current opportunities

4.1. The careers guidance programme has the following events for each year group, in each term, which provide opportunities for providers to meet our pupils:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	<p>Opportunities for providers to make request to deliver focused assemblies.</p> <p><i>Deadline for providers to request attendance: Thursday 31st October 2024</i></p>	<p>Opportunities for providers to make request to deliver focused assemblies.</p> <p><i>Deadline for providers to request attendance: Friday 28th February 2025</i></p>	<p><b>PGD- Careers Carousel: Wednesday July 9th 2025, 9:20am to 3:15pm</b></p> <p><i>Deadline for providers to request attendance: Friday 27th June 2025</i></p>
YEAR 9	<p><b>PGD- Careers Carousel: Tuesday 19th December 2024, 9:20am to 3:15pm</b></p> <p><i>Deadline for providers to request attendance: Friday 6th December 2024</i></p>	<p>Opportunities for providers to make request to deliver focused assemblies.</p> <p><i>Deadline for providers to request attendance: Friday 28th February 2025</i></p>	<p>Opportunities for providers to make request to deliver focused assemblies.</p> <p><i>Deadline for providers to request attendance: Friday 30th May 2025</i></p>
YEAR 10	<p>Opportunities for providers to make request to deliver focused assemblies.</p> <p><i>Deadline for providers to request attendance: Thursday 31st October 2024</i></p>	<p><b>PGD- Careers Carousel: Wednesday 26th March 2025, 9:20am to 3:15pm</b></p> <p><i>Deadline for providers to request attendance: Friday 14th March 2025</i></p>	<p>Opportunities for providers to make request to deliver focused assemblies.</p> <p><i>Deadline for providers to request attendance: Friday 30th May 2025</i></p>
YEAR 11	<p>Opportunities for providers to make request to deliver assemblies.</p> <p><i>Deadline for providers to request attendance: Thursday 31st October 2024</i></p> <p><b>PGD- Careers Carousel: Tuesday 17th December 2024, 9:20am to 3:15pm</b></p> <p><i>Deadline for providers to request attendance: Friday 6th December 2024</i></p>	<p>Opportunities for providers to make request to deliver focused assemblies.</p> <p><i>Deadline for providers to request attendance: Friday 28th February 2025</i></p>	

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 12	<p>Opportunities for providers to make request to deliver focused assemblies / sessions</p> <p><i>Deadline for providers to request attendance:</i> <b>Thursday 31st October 2024</b></p>	<p><b>PGD- Careers Carousel:</b> <b>Wednesday 26<sup>th</sup> March 2025, 9:20am to 3:15pm</b></p> <p><i>Deadline for providers to request attendance: Friday</i> <b>14<sup>th</sup> March 2024</b></p>	<p>Opportunities for providers to make request to deliver focused assemblies.</p> <p><i>Deadline for providers to request attendance: Friday</i> <b>30th May 2024</b></p>
YEAR 13	<p>Opportunities for providers to make request to deliver focused assemblies / sessions</p> <p><i>Deadline for providers to request attendance:</i> <b>Thursday 31st October 2024</b></p>	<p><b>PGD- Careers Carousel:</b> <b>Wednesday 26<sup>th</sup> March 2025, 9:20am to 3:15pm</b></p> <p><i>Deadline for providers to request attendance: Friday</i> <b>14<sup>th</sup> March 2025</b></p>	

4.2. We can assist providers to identify the most suitable event in the programme.

### **Which providers have previously been invited to the school?**

In previous terms and academic years, the school has invited the following providers to speak to pupils:

- Your Edge Training
- The British Army
- The British Navy
- The RAF
- EY Foundation
- Hugh Baird College
- Steven Gerrard Academy
- Waterside College
- St Helens Chamber
- Myerscough College
- Alt Valley Enterprise
- Careers Connect
- Start Education
- Liverpool Media Academy (LMA)
- All About STEM (apprenticeships)
- HM Revenues and Customs and The Department for health and Social Care (apprenticeships)
- Liverpool City Region Careers Hub
- Liverpool University
- Liverpool John Moores University
- Edge Hill University
- Liverpool Hope University
- Huddersfield University

- Loughborough University
- The University of Chester
- The University of Stirling
- The University of Bradford
- Shaping Futures
- Access all Areas (LJMU)
- Dell Technologies
- KPMG

Last year, our Year 11 pupils moved on to a range of providers in the local area after finishing school. 30% stayed on at West Derby Sixth Form. 7% moved on to other sixth forms. 49% moved on to college. 9% undertook an apprenticeship. 1% moved on to training providers.

Last year, our Year 13 pupils moved on to a range of providers. 78% progressed to university, 8% moved on to college. 6% undertook a Level 3 apprenticeship. 6% gained employment.

## 5. **Conditions for access**

- 5.1. Safeguarding of our pupils is of paramount importance for the school.
- 5.2. The school's Child Protection Policy and Additional Safeguarding Advice for Visitors are accessible on our website and set out the requirements for visitors to gain access to our pupils to speak with them. Should you have any difficulty accessing our Child Protection Policy and Additional Safeguarding Advice documents on our website, copies can be provided upon request.
- 5.3. If a provider cannot meet the requirements of our Child Protection Policy and Additional Safeguarding Advice for Visitors they will not be granted access to our pupils.

## 6. **Facilities**

- 6.1. The school can make the following arrangements as appropriate to the activity which is being undertaken during the providers' visit:
  - 6.1.1. Time during events to address pupils in the Activity Studio
  - 6.1.2. Display Boards
  - 6.1.3. Access to the relevant cohort of pupils in the theatre during morning assembly
  - 6.1.4. During these sessions, at a minimum, providers will be given enough time to:
    - Share information about the provider and the approved technical qualifications and apprenticeships they offer.

- Explain what career routes these qualifications and apprenticeships could lead to.
- Provide insights into what it might be like to learn or train with that provider.
- Answer pupils' questions.

## **7. Materials**

7.1. The school welcomes providers to leave their course prospectus and complimentary information about their organisation which can be made available throughout the year to our pupils.

7.2. Such material will only be made available once the school has verified that it is suitable for its pupils.

## **8. How are complaints regarding provider access managed?**

If you have a complaint relating to the school's provider access arrangements, you can raise it in line with the school's Complaints Policy Statement (available on our website) or you can contact The Careers and Enterprise Company directly on [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk).

## **9. Links to other Policies**

- Safeguarding/Child protection policy
- Careers guidance policy