



Batchwood School

PROVIDER ACCESS POLICY

To be read in conjunction with Careers Policy (OP8)

Signed – Governor
Print Name: **D Laverick-Brown**

Signed - Headteacher
Print Name: **Ross Whitaker**

Date reviewed: February 2025
Next review due: February 2026

Provider Access Policy

Introduction

This policy statement outlines the school's arrangements for managing the access of education and training providers to the school, for the purpose of informing pupils about approved technical education qualifications and apprenticeships. This policy complies with the school's legal obligations under Section 42B of the Education Act 1997 (as inserted by the Technical and Further Education Act 2017).

Pupil Entitlement (Years 8-13)

All pupils in years 8 to 13 are entitled to:

- **Information on Technical Education and Apprenticeships:** Receive comprehensive information about technical education qualifications and apprenticeship opportunities as part of a structured careers programme that details the full range of educational and training options at each key transition point.
- **Direct Provider Encounters:** Engage with a diverse range of local providers to learn about their offerings, including technical education and apprenticeships, through events such as options evenings, assemblies, group discussions, and taster sessions.
- **Application Guidance:** Understand the application processes for all academic and technical courses.

Mandatory Provider Encounters (Years 8-11)

In compliance with the Provider Access Legislation, pupils of compulsory school age (Years 8-11) will participate in a minimum of four meaningful provider encounters: two encounters for pupils in years 8 and 9, and two encounters for pupils in years 10 and 11.

These encounters will occur during regular school hours, ensuring all pupils have equitable access.

Meaningful Provider Encounter Requirements

Each provider encounter will, at a minimum, enable pupils to:

- **Receive Provider and Qualification Information:** Obtain detailed information about the provider and the approved technical education qualifications and apprenticeships they offer.
- **Understand Career Pathways:** Explore potential career routes associated with these educational and training options.
- **Gain Provider Insights:** Develop an understanding of the learning or training experience with the provider, including opportunities to interact with provider staff and current learners.
- **Engage in Question and Answer Sessions:** Have the opportunity to ask questions and receive clear, informative answers.

Definition of a Meaningful Encounter

A meaningful encounter is defined as a structured meeting or session between pupils and a provider that adheres to the criteria outlined above.

The school is committed to ensuring all provider encounters are conducted in a meaningful way, utilising the "Making it Meaningful" checklist as a guide.

Management of Provider Access Requests Procedure

Providers wishing to request access to the school should contact:

Mr M. Pearson - Careers Leader

Email: mpearson@batchwood.herts.sch.uk

Opportunities for Provider Access

The school will facilitate the four mandatory provider encounters required by law, in addition to incorporating further provider interactions into the school's comprehensive careers programme.

Opportunities will be provided for providers to engage with pupils and/or their parents/carers.

Providers are encouraged to contact the Careers Leader to discuss and identify the most suitable opportunities for their engagement.

Premises and Facilities

The school will provide appropriate facilities for provider engagements, including, but not limited to, the main hall, classrooms, or conference rooms, as determined by the nature of the activity. Audiovisual and other specialised equipment will be made available to support provider presentations. Specific requirements will be discussed and agreed upon in advance with the Careers Leader or a designated member of the careers team.

Recognising the evolving landscape of educational engagement, the school also supports meaningful online interactions. Providers capable of delivering engaging live online sessions are encouraged to propose such formats.

Providers are welcome to supply copies of prospectuses or other relevant course literature for distribution or inclusion in the Careers Resource Centre, which is managed by Mrs McCabe, Head of English.

Complaints Procedure

Any grievances concerning provider access should be addressed through the school's formal complaints procedure, which is available upon request. Alternatively, concerns may be directed to The Careers & Enterprise Company via email at provideraccess@careersandenterprise.co.uk.

	Autumn Term	Spring Term	Summer Term
Year 8	STEM Trips to technical skills providers/Colleges	Apprenticeship workshops sessions exploring technical apprenticeships and traineeships	Technical/vocational tasters at localcollege/s, training providers
Year 9	Meeting with careers adviser	Apprenticeship workshop sessions exploring technical apprenticeships and traineeships	<i>No encounters – legislation requires encounters to take place by 28 February if in year 9</i>
Year 10	KS4 Careers Fair AND College applications Post 16 technical education options	Technical/vocational tasters at localcollege/s, training providers Apprenticeship workshop sessions exploring technical apprenticeships and traineeships	Technical/vocational tasters at localcollege/s, training providers
Year 11	Post 16 provider open evenings. Post 16 apprenticeships lessons Meetings with careers adviser Post 16 applications	Post-16 interviews Apprenticeship workshop sessions exploring technical apprenticeships and traineeships Work experience placements	<i>No encounters – legislation requires encounters to take place by 28 February if in year 11</i> Confirmation of post-16 education and training destinations for all pupils

Providers (these are frequent providers but not limited to)	Details
Oaklands College (Welwyn & St Albans)	Oaklands College supports college visits, careers fairs and opportunities to talk to subject leaders from a variety of different subjects.
West Herts College (Wartford)	West Herts College supports college visits, careers fairs and opportunities to talk to subject leaders from a variety of different subjects.
North Herts College (Stevenage)	North Herts College supports college visits, careers fairs and opportunities to talk to subject leaders from a variety of different subjects.
Hertford Regional College (Waren & Broxbourne)	Hertford Regional College supports college visits, careers fairs and opportunities to talk to subject leaders from a variety of different subjects.
John O'Connor	John O'Connor is a ground maintenance company that works alongside Batchwood School as the Enterprise Adviser. John O'Connor provide opportunities for career talks, workshops, work experience and visits to John O'Connor maintenance depots.
Morgan Sindall	Morgan Sindall are a construction company who build and maintain properties across the country. Morgan Sindall provide opportunities for work experience, career talks and employability workshops.
Tesco Apprenticeships	Tesco and the Hertfordshire Opportunities Portal work together to provide virtual employer encounters, discusses apprenticeship options and live streamed career talks to classes in school.
Job Centre Plus	Jobcentre Plus is a government-funded employment agency and social security office that is working together with Batchwood School to provide meaningful encounters with employers and help to get students ready for work.
The Careers & Enterprise Company	<p>The Careers & Enterprise Company is the national body for careers education in England, supporting schools and colleges to deliver modern, 21st century careers education. Their mission is to help every young person find their best next step.</p> <p>The CEC provide Batchwood School with: Training and support; Bringing employers, educators and providers together through a network of Careers Hubs.</p>
Services for Young People	Services for Young People are part of Hertfordshire County Council and provides youth work projects, information, advice, guidance, work-related learning and wider support for young people in Hertfordshire.
Amazing Apprenticeships	Amazing Apprenticeship provide a wide range of opportunities to Batchwood from apprenticeship talks, workshops, apprenticeship guidance to parents/carers and provide staff training to help

	embed support to tutor groups and resources used in lessons.
NHS Apprenticeships	NHS Apprenticeships provide virtual employer encounters that are live streamed to classes in school.