



Provider Access Policy School Policy

Accountable Trust Committee	Local Governing Bodies
Policy Area	Education
Responsible Officer	Director of Education
Status	Trust Template
Policy Rationale	Statutory
Categorisation	School-Mandatory
Implementation Date	September 2023
Publication	School Website, statutory
Review Cycle	Every 3 years
Next Review Date	Spring 2026

Contents

1	Introduction	Error! Bookmark not defined.	3
2	Pupil entitlement		3
3	Meaningful provider encounters	Error! Bookmark not defined.	
4	Previous providers		4
5	Destinations of our pupils.....		4
6	Management of provider access requests.....		4
7	Complaints.....		6

Key Contacts

Kings College	01483 458956
Mr A McKenzie	amckenzie@learningpartners.org
Mrs J Oliver	chair@kingscollegeguildford.com
Mrs A Morland	a.morland@kingscollegeguildford.com

Please note this list may be updated by the responsible officer when change arises in the organisation, without the need for committee meeting review/approval.

Kings College Guildford: Provider Access Policy

1. Introduction

This policy statement sets out the school's 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. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

2. Pupil entitlement

All pupils 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

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:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- 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)
- answer questions from pupils

3. 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 using the Making it meaningful checklist. [Making it Meaningful: Benchmark 7 | CEC Resource Directory \(careersandenterprise.co.uk\)](https://careersandenterprise.co.uk/making-it-meaningful-benchmark-7-cec-resource-directory)

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

4. Previous providers

In previous terms/years we have invited the following providers from the local area to speak to our pupils:

- University of Surrey
- University of Reading
- Godalming College
- Woking College
- Farnborough College of Technology
- ACM (Academy of Contemporary Music) Guildford
- Activate Learning (Merrist Wood, Guildford College, Farnham College)
- George Abbot Sixth Form
- Guildford County Sixth Form
- ALPS Surrey (delivering the ASK programme)
- SATRO
- NHS (Central Surrey Health)
- The Army
- HEON (Higher Education Outreach Network)
- Various businesses/employers

5. Destinations of our pupils

Last year our year 11 pupils moved to range of providers in the local area after school:

	2021 (60)			2022 (66)		
	L3	L2	L1	L3	L2	L1
All	57%	27%	8%	51%	31%	10%
SEN	24%	40%	20%	39%	32%	19%
Non SEN	80%	17%	0%	65%	32%	2%
Pupil Premium	47%	26%	21%	32%	32%	23%
Non Pupil Premium	60%	27%	2%	61%	31%	4%

6. Management of provider access requests

Procedure

A provider wishing to request access should contact Miss E Ridgley, Aspirations and Careers Lead, via email at e.ridgley@kingscollegeguildford.com

Opportunities for access

The school offers the six provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

Please speak to our Careers Leader to identify the most suitable opportunity for you.



		Autumn Term		Spring Term		Summer Term		Throughout the year	
Year 7	<i>Whole Year Group</i>	Introduction to University Workshop – Uni of Surrey	Christmas Careers Workshop – Uni of Surrey	Enterprise Workshop – Uni of Surrey	STEM workshops – Uni of Surrey	Learning Partners academy trust		Finding Our Futures Tutor time activities (Skills Builder and Pathways)	Employer Visits
	<i>Selected Groups</i>	World of Books Programme – Uni of Surrey	Reading Interventions	University Start – Uni of Surrey campus visit				Cultural Capital and University Visits	Stretch and Challenge Activity
Year 8	<i>Whole Year Group</i>	Student Life Workshop – Uni of Surrey	STEM workshops – Uni of Surrey	Making Choices – PSHE lesson	STEM workshops – Uni of Surrey	Local College/ Apprenticeship Provider Presentation		Finding Our Futures Tutor time activities (Skills Builder and Pathways)	Employer Visits
	<i>Selected Groups</i>			Exploring Higher Education – Uni of Surrey campus visits				Cultural Capital and University Visits	Stretch and Challenge Activity
Year 9	<i>Whole Year Group</i>	Choosing Options – PSHE lesson	STEM / Enterprise workshops – Uni of Surrey	University subject talks – Hospitality and Tourism Management	Local College/ Apprenticeship Provider Presentation	Student Living Workshop – Uni of Surrey	Types of employment and the current financial market – PSHE lesson	Finding Our Futures Tutor time activities (Skills Builder and Pathways)	Employer Visits
	<i>Selected Groups</i>		Goal mapping workshop – Uni of Surrey						
Year 10	<i>Whole Year Group</i>	Meet the Provider / Next Steps Event (Post-16 options)	Post-16 and 18 pathways workshop – Uni of Surrey	Army Elite Skills Academy and Army Careers Talk	ALPS – Intro to Apprenticeships	Universities and Apprenticeships Workshop – Uni of Surrey	Work Experience (WEX) Week	Finding Our Futures Tutor time activities (Skills Builder and Pathways)	Employer Visits
	<i>Selected Groups</i>			Understanding Labour Market Information – PSHE lesson			Meeting with Careers Advisor		
	<i>Selected Groups</i>	GCSE Mentoring – Uni of Surrey		Realise Your Potential Saturday Programme – Uni of Surrey	GCSE Revision Conference – Uni of Surrey			Cultural Capital and University Visits	Technical/vocational tasters at local colleges/training providers
Year 11	<i>Whole Year Group</i>	Meet the Provider / Next Steps Event (Post-16 options)	Applying to college and university – PSHE lesson	Exploring Jobs Workshop – Uni of Surrey	'Is university affordable?' workshop – Uni of Surrey			Finding Our Futures Tutor time activities (Skills Builder and Pathways)	Employer Visits
	<i>Selected Groups</i>			Mock Interviews / Interview Skills					

			ALPS – applying to apprenticeships workshop	GCSE Revision Masterclasses – Uni of Surrey				Cultural Capital and University Visits	colleges/training providers
--	--	--	---	---	--	--	--	--	-----------------------------



Learning Partners

academy trust

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school 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 Careers Leader or a member of their team.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre. The Resource Centre is available to all pupils at lunch and break times.

7. Safeguarding

Visitors will need to sign in at reception where they will be issued a visitor pass and sign out again when they leave. Visitors will always be accompanied by a member of school staff. Visitors working with students will always be supervised by a member of staff.