



Provider Access Policy Statement

Equalities Statement

In our Trust we work to ensure that there is equality of opportunity for all members of our community who hold a range of protected characteristics as defined by the Equality Act 2010, as well as having regard to other factors which have the potential to cause inequality, such as socio-economic factors. For further information, please see our Equalities Policy.

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Responsible For:	Secondary Improvement Team

Policy Revision Log	
Date	Version No. Brief Detail of Change
September 2024	V1. N/A

This Policy includes reference to The Department of Education, July 2021: “Baker Clause” and the Provider Access Legislation, January 2023

1. Rationale

High quality careers education and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.

2. Commitment

Westlands School is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. Westlands School is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

Westlands School endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

3. Development

This policy has been developed and is reviewed annually by the Careers Leader and Line Manager based on current good practice guidelines published by the Department for Education.

4. Monitoring review and evaluation

The Policy is monitored and evaluated annually via the Trust Executive Leadership Team.

5. Pupil entitlement

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.

5.1 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.
- attend workshops on life skills, confidence building, CV's, Interview skills, application support and various other skill building exercises

5.2 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.

6. 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](#).

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

7. Management of provider access requests

7.1 Procedure

Requests for access in the first instance should be directed to Adam Gregory, Careers Advisor. Adam Gregory may be contacted by telephone or email, (01795 477475 adam.gregory@swale.at) Alternatively, contact can also be made to Lucy Silvester by telephone or email (01795 477475 lucy.silvester@swale.at).

7.2 Details of premises or facilities to be provided to a person who is given access

Westlands School will provide an appropriate room or assembly hall. The room or hall will have digital access. The Careers Team will work closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a member of the Careers Team who will facilitate.

7.3 Opportunities for access (see table below)

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.

Year 8	Whole School Careers Fair, College assemblies (e.g. EKC Group interactive assembly with Q&A at the end), University talks
Year 9	Whole School Careers Fair, PAL Employer Encounter assembly - with Q&A at the end
Year 10	Whole School Careers Fair, PAL Employer Encounter assembly - with Q&A at the end, College assemblies (e.g. EKC Group interactive assembly with Q&A at the end),
Year 11	Whole School Careers Fair, Futures Day (inc. Apprenticeship Workshop, College Life, Employability Skills and PAL Employer Encounter assembly - with Q&A at the end), Colleges (MidKent College or EKC Group), Training Provider, Post 16 options assembly (with college and alternative 6th form in attendance with Q&A)
Year 12	Whole School Careers Fair, UCAS Discovery Tour, ASK Apprenticeships, University (local and national) workshops - Uni Life, Student Finance (all with the opportunity to ask questions)
Year 13	Whole School Careers Fair, ASK Apprenticeships, University (local and national) workshops - Uni Life, Student Finance (all with the opportunity to ask questions)

7.4 Complaints procedure

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Appendix

Previous providers

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

MidKent College

EKC Group

ASK Apprenticeships

Canterbury Christ Church University

University of Kent

University of Oxford

Kent Training & Apprenticeships

CXK (regional training provider)

Local employers (who offer apprenticeship training)

Destinations of our pupils

Year 11*

School	Number of year 11 in 2023/24 cohort	% sustained education, apprenticeship or employment with training	% sustained education	% staying @ home school sixth form	% students staying on in any school sixth form	% of students going to college	% of students going into apprenticeships	% of students going into employment with training	% not recorded as sustained destination	% Activity not captured
Westlands	312	91.60%	83.97%	32.37%	44.87%	39.10%	5.12%	2.56%	4.16%	3.52%

- 2023-24 provisional data

Year 13*

School	Number completing 16-18 study	% sustained education, apprenticeship or employment	% sustained education	% going to HE	% of students going into apprenticeships	% of students going into employment	% not recorded as sustained destination	% activity not captured	% Gap Year
Westlands	73	90.00%	52%	52%	8%	30%	4%	5%	1%

- 2023-24 provisional data