

# Woodchurch High School

*A Church of England Academy*



## **PROVIDER ACCESS POLICY DOCUMENT**

**UNDER REVIEW:**

**Approved by the Curriculum Committee: Autumn 2023**

**Approved by Full Governors: Autumn 2023**

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## 1. Introduction

This policy statement sets out the school's arrangements for managing the access of providers to the school. The purpose of access is to enable the provider to give important information about their education or training offer to pupils within school.

The above therefore complies with the school's legal obligations under Section 42B of the Education Act 1997.

## 2. Pupil Entitlement

All pupils in years 8 to 11 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).**

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. The school is committed to providing meaningful encounters to all pupils and providers.

Meaningful online engagement is also an option, and the school is open to providers engaging through online platforms with children within school.

### **Previous providers**

In previous terms / years the school has a range of providers from the local area and beyond to speak to pupils. These providers have included:

- Birkenhead High School Academy
- Cheshire College
- City of Liverpool College
- Coleg Cambria
- HSBC
- Hugh Baird
- LIPA (Liverpool Institute of Performing Arts)
- Liverpool Media Academy
- LLS (Little league Sports)
- Mploy Solutions
- Reaseheath College
- Steven Gerrard Academy
- The Army
- Tranmere Rovers
- TTE
- Upton Hall Sixth Form
- Weatherhead High School
- Wirral Grammar School for Boys
- Wirral Grammar School for Girls
- Wirral Metropolitan College

The above list is not exhaustive.

### **Destinations of our pupils**

Last year-Year 11 pupils moved to a range of providers within the local area and beyond once they had left school. These providers included:

- School Sixth Forms
- Colleges

- Apprenticeships
- Traineeships

In addition, some also undertake some form of volunteering.

For information about our destination data, please visit:

[www.compare-school-performance.service.gov.uk/school/138853](http://www.compare-school-performance.service.gov.uk/school/138853)

Examples of where and provider access can be granted

		Autumn Term	Spring Term	Summer Term
P H A S E  1	Year 7	<ul style="list-style-type: none"> <li>- Careers Fair</li> <li>- Lunch time drop ins</li> <li>- Careers guidance interviews</li> </ul>	<ul style="list-style-type: none"> <li>- Y7 Parents evening</li> <li>- Careers guidance interviews</li> <li>- Lunch time drop ins</li> <li>- Apprenticeship presentation</li> </ul>	<ul style="list-style-type: none"> <li>- <b>HE Provider assembly</b></li> <li>- Y7 HSBC Enterprise Day</li> <li>- Careers guidance interviews</li> </ul>
	Year 8	<ul style="list-style-type: none"> <li>- Careers Fair</li> <li>- Lunch time drop ins</li> <li>- Careers guidance interviews</li> </ul>	<ul style="list-style-type: none"> <li>- <b>HE provider assembly</b></li> <li>- Careers guidance interviews</li> <li>- Lunch time drop ins</li> <li>- Apprenticeship presentation</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Enterprise Day</b></li> <li>- Careers guidance interviews</li> <li>- Y8 HSBC Enterprise Day</li> </ul>
P H A S E  2	Year 9	<ul style="list-style-type: none"> <li>- Careers Fair</li> <li>- HE provider assembly</li> <li>- Careers guidance interviews</li> <li>- Lunch time drop ins</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Y9 Options Day / Evening</b></li> <li>- Careers guidance interviews</li> <li>- Lunch time drop ins</li> <li>- Apprenticeship presentation</li> </ul>	<ul style="list-style-type: none"> <li>- Y9 HSBC Enterprise Day</li> <li>- Careers guidance interviews</li> </ul>
	Year 10	<ul style="list-style-type: none"> <li>- <b>Mploy Enterprise Day</b></li> <li>- Careers Fair</li> <li>- HE provider assembly</li> <li>- Post-16 provider assemblies</li> <li>- Careers guidance interviews</li> <li>- Lunch time drop ins</li> </ul>	<ul style="list-style-type: none"> <li>- Visit to Cheshire College</li> <li>- <b>Work Experience</b></li> <li>- Parents Evening</li> <li>- Careers guidance interviews</li> <li>- Lunch time drop ins</li> <li>- Apprenticeship presentation</li> </ul>	<ul style="list-style-type: none"> <li>- Careers guidance interviews</li> <li>- Visit to Wirral Metropolitan College</li> <li>- Visit to Coleg Cambria</li> <li>- Visit to Cheshire College</li> <li>- Visit to Weatherhead High School</li> <li>- Lunch time drop ins</li> </ul>

				- Post-16 provider assemblies
	<b>Year 11</b>	<ul style="list-style-type: none"> <li>- Careers Fair</li> <li>- Lunch time drop in sessions</li> <li>- Post-16 provider assemblies</li> <li>- HE provider assembly</li> <li>- Careers guidance interviews</li> <li>- Focus group talks</li> <li>- Talks and workshops lead by post-16 providers</li> <li>- HE visits</li> </ul>	<ul style="list-style-type: none"> <li>- Post-16 provider assemblies</li> <li>- Parents evening with post-16 providers in attendance</li> <li>- Careers guidance interviews</li> <li>- Focus group talks</li> <li>- Talks and workshops lead by post-16 providers</li> <li>- HE visits</li> <li>- Saturday college talks</li> <li>- Apprenticeship presentation</li> </ul>	<ul style="list-style-type: none"> <li>- Lunch time drop ins</li> <li>- Careers guidance interviews</li> </ul>

#### 4. Management of Provider Access Requests

##### Procedure

A provider wishing to request access should, in the first instance, contact Allison Cashmore, Administrative Assistant, at [allison.cashmore@woodchurchhigh.com](mailto:allison.cashmore@woodchurchhigh.com). The school will then consider the request / suitability of the request, subject to school organisation and procedures.

##### Opportunities for access

The school offers the four provider encounters required by law (**marked in bold text**) and a number of additional events, integrated into the school careers programme (see table above).

The school will also offer providers an opportunity to attend school to speak to pupils or their parents or carers.

#### 5. 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 Library, which is managed by the Careers Lead. The Careers Library is available to all pupils at lunch and break times.

## 6. Complaints

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](mailto:provideraccess@careersandenterprise.co.uk)

## 7. Approval and Review

**Approved** [date] by Governors

**Next review:** [date]

**Signed:** [name] Chair of Governors

[name] Head teacher