

**NORTHCOTT SCHOOL AND SIXTH FORM COLLEGE**

Access Policy

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| Created By: | Careers Leader |
| Approved By: | Local Governing Body |
| Version: | 1.1 |
| Created on: | November 2019 |
| Amended on: | September 2023 |
| Next review date: | 3 Years (or any changes in Legislation ) |

**Introduction**

This policy statement sets out the school’s arrangements for managing the access of providers to pupils at 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.

**Pupil entitlement**

**All pupils were it is deemed appropriate in years 8-14 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 it is deemed appropriate during the ‘first key phase’ (year 8 to 9) and two encounters for pupils it is deemed appropriate during the ‘second key phase’ (year 10 to 11). For pupils in the ‘third key stage’ (year 12 to 14), 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 these 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.

**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.

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

**Previous Providers**

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

Hull College

Bishop Burton College

East Riding College

Project search

HYA

This Ability

Case

Linkage

Worklink

**Destinations of our pupils**

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

* 9% New Options, Barton
* 4% Linkage, Beverley
* 4% Northcott School
* 4% Hull Training and Adult Education
* 34% Bishop Burton
* 34% East Riding College
* 9% Hull College

**Associated Policies**

CEIAG Policy

Safeguarding Policy

**Management of provider access requests**

**Procedure**

A provider wishing to request access should contact Lynsey Mowforth, Careers Leader, Telephone: 01482825311 Email: [Mowforth.l@northcottschool.org.uk](mailto:Mowforth.l@northcottschool.org.uk)

**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.

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|  | **Autumn** | **Spring** | **Summer** | **Ongoing throughout the year** |
| **Year 8** | STEM Project | PHSE – Different types of business and organisations  STEM Project  Big Me activity day | STEM Project |  |
| **Year 9** | Enterprise  Life Skills and Careers | Enterprise  Life Skills and Careers  PHSE – Legislation tools for developing new skills  Identifying strengths  Big Me activity day | Enterprise  Life Skills and Careers | EHCP paperwork that is completed by the student prior asks about their aspirations/what job they may want to do when they are older  1:1 Meeting with Careers Adviser via Connexions |
| **Year 10** | **Post 16 Event**  PHSE – Life chances  **Access to KS4 options in an FE environment e.g. college**  Life Skills and Careers | PHSE – Overcoming challenges  Life/work balance  Take over day  Life Skills and Careers | Life Skills and Careers | EHCP paperwork that is completed by the student prior asks about their aspirations/what job they may want to do when they are older  1:1 Meeting with Careers Adviser via Connexions |
| **Year 11** | Tuck Trolley Enterprise  **Taster visits to college provisions**  **Post 16 Event**  **Access to KS4 options in an FE environment e.g. college**  PSHE – Education and training opportunities  Constructive Criticism  Tools for Success  Work Experience  Life Skills and Careers | Tuck Trolley Enterprise  Mock Interviews  Business Breakfast  **Skills Humber Event**  PSHE – Goals and aspirations  Contingency planning  Choices and respect  Life Skills and Careers | Tuck Trolley Enterprise  Life Skills and Careers | EHCP paperwork that is completed by the student prior asks about their aspirations/what job they may want to do when they are older  1:1 Meeting with Careers Adviser via Connexions |
| **Year 12** | Bistro Enterprise  Life skills  Volunteering in the community  Travel Training | Bistro Enterprise  Life skills  Volunteering in the community  Travel Training | Bistro Enterprise  Life skills  Volunteering in the community  Travel Training | EHCP paperwork that is completed by the student prior asks about their aspirations/what job they may want to do when they are older  1:1 Meeting with Careers Adviser via Connexions |
| **Year 13** |  |  |  | EHCP paperwork that is completed by the student prior asks about their aspirations/what job they may want to do when they are older  1:1 Meeting with Careers Adviser via Connexions |
| **Year 14** |  |  |  | EHCP paperwork that is completed by the student prior asks about their aspirations/what job they may want to do when they are older  1:1 Meeting with Careers Adviser via Connexions |

**Premises and facilities**

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, 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 Lead 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 with the Careers Lead and can be displayed on the Careers board within the school.

**Complaints:**

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