



**CALTHORPE  
ACADEMY**  
Skills for the life we want

# Provider Access

\*All policies are electronically signed and available on Governor Hub

Ratified by the Board of Trustees

Signed by the Board of Trustees

**Date: 15.07.2021**

To be reviewed every 2 years

**Date: 15.07.2023**

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### 1. Introduction

- 1.1. This policy statement sets out the Academy's arrangements for managing the access of providers to learners at the Academy for the purpose of giving them information about the provider's education or training offer. This complies with the Academy's legal obligations under Section 42B of the Education Act 1997.

### 2. Learner Entitlement

- 2.1. Learners in KS3 – KS5 are entitled:

- To find out about technical education qualifications and inclusive apprenticeships opportunities, as part of the 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 inclusive apprenticeships through outcome and pathway events, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

- 2.2 For learners of compulsory school age these encounters are mandatory and there will be a minimum of:

- Two encounters for learners during the 'first key phase' (year 8 to 9)
- Two encounters for learners during the 'second phase' (year 10 to 11)
- For learners in the 'third phase' (year 12 and 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 learners to attend.

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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)

### **3. Management of provider access requests**

3.1. A provider wishing to request access should contact either:

Mr Amjid Zaman, Deputy Head teacher

Telephone: 0121 773 4637

Email: [a.zaman@calthorpe.thrive.ac](mailto:a.zaman@calthorpe.thrive.ac)

Or

Ms Bebe Woo, Vocational Inclusion Manager/Careers Lead

Telephone: 0121 773 4637

Email: [b.woo@calthorpe.thrive.ac](mailto:b.woo@calthorpe.thrive.ac)

### **4. Opportunities for access**

4.1. Our curriculum and a range of organised events are integrated into the Academy's careers programme, which will offer providers an opportunity to speak to learners and/or their parents as outlined in the Academy's CEIAG policy.

	Autumn Term	Spring Term	Summer Term
Year 8 -11	<ul style="list-style-type: none"> <li>-Linking curriculum learning to careers</li> <li>-Enrichment activities</li> <li>-Options</li> <li>-EHCP and transition pathway plan meetings</li> <li>-Pathway and Outcomes Event</li> <li>-Personal Guidance Interviews/Group Sessions</li> <li>-Parental Engagement Sessions</li> </ul>	<ul style="list-style-type: none"> <li>-Linking curriculum learning to careers</li> <li>-Enrichment activities</li> <li>- Options</li> <li>- Skills based learning</li> <li>-Taster opportunities</li> <li>-Internal work placements</li> <li>-Enterprise</li> <li>-EHCP and transition pathway plan meetings</li> <li>-Pathway and Outcomes Day Event</li> <li>-Personal Guidance Interviews/Group Sessions</li> <li>-Parental Engagement Sessions</li> <li>-Encounters with employers</li> <li>-Encounters with destination providers</li> </ul>	<ul style="list-style-type: none"> <li>-Experiences of work places</li> <li>-Options</li> <li>-Enrichment activities</li> <li>-Work experience</li> <li>-Enterprise</li> <li>-EHCP and transition pathway plan meetings</li> <li>-Pathway and Outcomes Event</li> <li>- Post 16 transition/destination visits</li> <li>-Personal Guidance Interviews/Group Sessions</li> <li>-Parental Engagement Sessions</li> <li>-Parent visits linked to destination</li> </ul>
Year 12-14	<ul style="list-style-type: none"> <li>-Work/Skills based learning</li> <li>-Encounters with employers, employees and destination providers</li> <li>-Work placements and Supported Internships</li> <li>-Vocational profiling</li> <li>- EHCP and transition pathway plan meetings</li> <li>-Pathway and Outcomes Event</li> <li>-Personal Guidance Interviews/Group Sessions</li> <li>-Parental Engagement Sessions</li> <li>-Post 19 transition/destination visits for learners and parents</li> </ul>	<ul style="list-style-type: none"> <li>-Work/Skills based learning</li> <li>-Work placements/Supported Internships/Paid Employment</li> <li>-Vocational Profiling</li> <li>-EHCP and transition pathway plan meetings</li> <li>-Pathway and Outcomes Event</li> <li>-Personal Guidance Interviews/Group Sessions</li> <li>-Parental Engagement Sessions</li> <li>-Post 19 transition/destination visits for learners and parents</li> <li>-DWP bespoke sessions</li> <li>-Continuing Health Transition Reviews</li> </ul>	<ul style="list-style-type: none"> <li>-Work/Skills based learning</li> <li>-Work placements/Supported Internships/Paid employment</li> <li>-Vocational Profiling</li> <li>-Exploring entrepreneurial options</li> <li>-EHCP and transition pathway plan meetings</li> <li>-Pathway and Outcomes Event</li> <li>-Personal Guidance Interviews/Group Sessions</li> <li>-Parental Engagement Session</li> <li>-Post 19 destination visits for learners</li> <li>-DWP workshops</li> </ul>

	-Continuing Health Transition Reviews		-Bespoke Employability and Destination workshops
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4.2. Please speak to our Vocational Inclusion Manager to identify the most suitable opportunity for you. The Academy's policy on safeguarding (please see our website) sets out the Academy's approach to allowing providers into the Academy as visitors.

## 5. Premises and Facilities

5.1. The Academy will make the sports hall, classrooms, Orange Leaf Café or private meeting rooms available for discussions between the providers and our learners/parents. The Academy will also make available AV and other specialist equipment to support provider presentations. This will be agreed in advance of the visit with the Careers Lead.

5.2. Providers are welcome to leave a copy of their prospectus or other relevant course literature at our reception or within our meeting room in

**6. Changes**

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Mandatory update	Jan 2023	2	2.2
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