

# COWLEY INTERNATIONAL COLLEGE



## Provider Access Policy

Status	<b>STATUTORY</b>
Responsible Governors' Committee	Quality of Education Committee
Responsible Person	Assistant Principal, Curriculum Development
Review Cycle	Annually
Review date	February 2023
Next review date	February 2023

## 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.

## 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.

## 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 can 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:

- Apprenticeship Hub
- Army
- Asset Training
- Be More (Halton)
- Carmel College
- CITB Construction Skills
- Daresbury Laboratory
- Education Solutions UK
- Future Works
- Growth Company
- JTL Apprenticeship Training
- LCR (Liverpool City Region) Careers Hub Growth Platform
- NHS
- Royal Air Force
- Royal Navy
- Shaping Futures
- St Helens Chamber
- St Helens College
- St Helens Council
- Team Enterprises
- Training Plus Merseyside
- TTE Training
- Waterside Training

A list of employers and universities who have been invited into school is available on request via email to [careers@cowleysthelens.org.uk](mailto:careers@cowleysthelens.org.uk).

## Destinations of our pupils

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

- Cowley Sixth Form College
- St Helens College
- Preston College
- Carmel College
- Winstanley College
- Riverside College Halton
- Marine Football Academy
- Liverpool College
- Priestley College

Last year, our year 13 pupils moved to range of providers in the local area after school, including:

- University Centre St Helens
- College of Animal Welfare
- Wallace Whittle - Apprenticeship
- Italia Conti
- Teaching Assistant apprenticeship
- Royal Air Force
- Royal Navy
- A range of national universities, including Lancaster, Chester and Liverpool

## Management of provider access requests

### Procedure

A provider wishing to request access should contact Mr Harper, Careers Administrator, via email to [careers@cowleysthelens.org.uk](mailto:careers@cowleysthelens.org.uk).

### Opportunities for access

The school offers the six provider encounters required by law (**marked in bold text**) and several additional events, integrated into the school careers programme. (**See table below**)

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.

### Key Stage 3 and 4: Years 7-11

	Autumn Term	Spring Term	Summer Term
Year 7	PSHE Careers Programme – Introducing Unifrog	<b>Event for Employers to speak with Y7 students</b>	Careers Interviews with Careers Advisor as required
Year 8	PSHE Careers Programme – Introducing Careers Education	<b>Event for Local Colleges to speak with Y8 students</b>	Careers Interviews with Careers Advisor as required
Year 9		PSHE Careers Programme – Introducing option choices for KS4. Y9 Careers Appointments with Careers Advisor at Options Evening. <b>Event for Apprenticeship Providers to speak with Y9 students</b>	University visits for selected students to raise awareness of the benefits of university Careers Interviews with Careers Advisor as required <i>No other encounters (legislation requires that encounters take place by 28<sup>th</sup> February of Y9)</i>
Year 10	Y10 Careers Fair event (on a market stall basis) for students and parents, giving overview of local, regional and national opportunities and skills requirements. PSHE Careers Programme – Considering how to find a job	<b>Event for T Level Providers to speak with Y10 students</b>	Employer Visits for departmental trips to give Y10 students the opportunity to visit the workplace. Careers Interviews with Careers Advisor as required
Year 11	Students provided with timetable of events regarding local providers' Post 16 Information Evenings PSHE Careers Programme, including Interviews	Y11 Careers Appointments with Careers Advisor at Options Evening. Post 16 interviews <b>Event for Universities to speak with Y11 students</b>	<i>No encounters (legislation requires that encounters take place by 28<sup>th</sup> February of Y11)</i> Confirmation of Post 16 education and training destinations for all students

## Key Stage 5: Years 12-13

	Autumn Term	Spring Term	Summer Term
Year 12	Meeting with Careers Advisor for vulnerable and 1-year students	Y12 Careers Appointments with Careers Advisor at Options Evening.	Year 12 Progression Week Opportunities for employers, universities and other providers to provide information regarding potential next steps, skills requirements and advice. <b>Presentations on each day from providers and employers:</b> <ul style="list-style-type: none"> <li>• <b>University Day</b></li> <li>• <b>Employers Day</b></li> <li>• <b>Mock Interviews</b></li> </ul> Careers Interviews with Careers Advisor as required
Year 13	Meeting with Careers Advisor for all students. Additional Y13 Careers Appointments with Careers Advisor at Options Evening. Students expected to apply for post 16 institutions	Follow up meetings for all students who have not applied to go to university. <b>Small group sessions for training and employment opportunities (aimed at students who have not applied for university)</b>	<i>No encounters (legislation requires that encounters take place by 28<sup>th</sup> February of Y13)</i> Confirmation of Post 18 education and training destinations for all students

## 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 can provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the library (11-16 site) and the Supervised Study Area (sixth form), which is managed by the school librarian and Study Area Supervisor. The Library and Study Area are available to all pupils at lunch and break times.

## 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).

## Approval and review

### Approved:

by Governors at Curriculum and Standards Committee

### Next review:

Signed:



Chair of Governors



Principal