



Salterns Academy Trust

THE SALTERNS ACADEMY TRUST: TRAFALGAR SCHOOL

PROVIDER ACCESS POLICY



Trafalgar
S c h o o l

Learning today, leading tomorrow

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Summary of changes made:	Updated of list of Providers Amendments to pupil entitlements to include KS3 Updates to student entitlement in line with most recent guidance				

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.

The Provider Access Policy forms part of the school's careers programme and supports delivery of Gatsby Benchmarks 5, 6 and 7.

This policy will be reviewed annually by the Careers Leader and Assistant Headteacher with responsibility for Personal Development to ensure compliance with statutory guidance.

Pupil entitlement

All students in years 7 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.

All students must have independent careers guidance from Year 7 to 11. This will include, but not be limited to, a meaningful encounter and activity with an employer for students in year 7 through which they will gain an understanding of technical routes into employment.

For other years, this will roll out in two key phases, with two mandatory encounters during Year 8 or 9, followed by two mandatory encounters during Year 10 or 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 students from the provider);
- answer questions from pupils.

Student Entitlement

Year 7	At least one meaningful employer encounter and activities developing awareness of technical pathways
Years 8-9	Two provider encounters during this key phase
Years 10-11	Two provider encounters during this key phase
Year 11	At least one individual careers guidance interview with a qualified careers adviser
All Years	Access to impartial careers information and progression support

All students will have access to impartial careers guidance. Year 11 students are guaranteed at least one personal guidance interview with a qualified careers adviser before leaving school. Additional interviews will be offered to students who require further support.

SEND Provision

The school will ensure that students with SEND have access to the same provider encounters and careers opportunities as their peers, with reasonable adjustments made where necessary.

Disadvantaged and Vulnerable Students

Additional careers guidance and support will be provided for students who are vulnerable or at risk of becoming NEET to help secure sustained education, employment or training destinations.

Meaningful provider encounters

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students using the 'Making it Meaningful' checklist. Provider encounters may be delivered in person or through virtual platforms where appropriate. Provider encounters are designed to inform students about the full range of post-16 and post-18 options, including:

- Further education colleges
- Sixth form colleges
- School sixth forms
- Apprenticeships
- Supported internships
- T Levels
- Technical qualifications
- Employment with training

Previous providers

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

- Portsmouth College
- Havant and Southdown's College
- National Apprenticeship Service
- Portsmouth University

- Royal Navy and Army and marines
- NHS England
- Oxford University
- UTC Portsmouth
- Apprenticeship bus – multiple apprenticeship providers
- Steve Willis
- Portsmouth Football Club
- Sky
- BBC
- South Hampshire College Group
- Royal Air Force
- Southampton University
- Cambridge University
- The FA
- Mountjoy
- Hampshire Constabulary
- Hampshire fire service
- BAE
- Border Force
- Tall Ships Youth Trust
- Hair OTT
- Havant & Waterlooville football club
- Southern Universities Network
- Harbour Vets

Destinations

The school actively supports students to progress to a wide range of destinations, including sixth forms, further education colleges, apprenticeships, technical qualifications, supported internships, military pathways and employment with training.

For Year 11 students' data is collected regarding intended destinations for Post 16 following their GCSEs. This information is then used alongside student progress tracking to select groups of students who would benefit from extra support to secure Employment or Training from the Pupil Progression Officers (PCC).

Our Year 11 students move to a range of providers in the local area after school:

- City of Portsmouth College
- Havant and Southdowns College
- Fareham College
- Sparsholt College
- Peter Symonds College
- Chichester College
- Apprenticeships
- Military
- Banham College
- Bay house sixth form college
- Steve Willis
- PETA
- Barton Peverill Sixth Form College
- UTC
- Seaford College
- Oaklands College

Management of provider access requests

Procedure

A provider wishing to request access should contact Mrs F Geehan (Assistant Headteacher for Personal Development & Wellbeing) fgeehan.trafalgar@salterns.org or Ms L Passmore (Careers Lead) lpassmore.trafalgar@salterns.org. Requests should be made in writing to the Head of Student enrichment/Careers Leader and should outline the intended audience, learning outcomes and resource requirements.

Opportunities for access

We will offer providers an opportunity to come into school to speak to pupils or their parents or carers. Trafalgar School offers four mandatory provider encounters, through Years 8 to 11, as required by law. This sits as a part of our careers offer set out in our careers policy.

Safeguarding

Trafalgar School's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website.

Premises and facilities

Trafalgar School will make the Main Hall, classrooms or 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 our Careers Lead: Ms L Passmore. Providers are welcome to leave a copy of their prospectus or other relevant literature to distribute to students.

Evaluation and Monitoring

The school will maintain records of provider encounters and gather feedback from students, staff and providers to evaluate and continuously improve careers provision.