



## **Access Statement**

### **Supporting Careers Education, Information, Advice and Guidance at ALP Sittingbourne**

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 providers training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

#### **Student Entitlement**

Students in years 8-13 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.

Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through, assemblies, group discussions and taster events.

Understand how to make applications for the full range of academic and technical courses.

#### **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 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:

Online: Ask Apprenticeships 22-23

Kite College (visited)

Kent College Open day (visited)

## **Destinations of our pupils**

Year 2022/23, our year 11 pupils moved to.

Apprenticeship 100% No moves

Year 2022/23 our year 12 pupils moved to

No moves

Year 2022/23, no year 13 pupils.

## **Management of provider access requests**

### Procedure

A provider wishing to request access should contact Hayley King, Careers Teacher [Hayley.king@alpschools.org](mailto:Hayley.king@alpschools.org)

### **Opportunities for access**

The school offers the six provider encounters required by law (marked below in bold text) 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.

### **Two encounters for pupils during the ‘first key phase’ (years 8 and 9) that are mandatory for all pupils to attend.**

Year 8 – Assembly/visit in March/Spring Term with a provider of approved technical education qualifications and/or apprenticeships – (Exact date to be agreed with provider)

Year 9 – Assembly/visit in October/Autumn Term with a provider of approved technical education qualifications and/or apprenticeships – (Exact date to be agreed with provider)

### **Two encounters for pupils during the ‘second key phase’ (years 10 or 11) that are mandatory for all pupils to attend.**

Year 10 – Assembly/visit in March/Spring Term with a provider of approved technical education qualifications and/or apprenticeships – (Exact date to be agreed with provider)

Year 11 – Assembly in November/Autumn Term with a provider of approved technical education qualifications and/or apprenticeships – (Exact date to be agreed with provider)

### **Two encounters for pupils during the ‘third key phase’ (years 12 and 13) that are mandatory for the school to provide but optional for pupils to attend.**

Year 12 – Assembly/visit in March/Spring Term with a provider of approved technical education qualifications and/or apprenticeships – (Exact date to be agreed with provider)

Year 13 – Assembly/visit in November/Autumn Term with a provider of approved technical education qualifications and/or apprenticeships – (Exact date to be agreed with provider)

In addition to the mandatory encounters, we will offer providers further opportunities to come into school to speak to pupils or their parents/carers.

### Premise and facilities

ALP Sittingbourne will provide a meeting room, classroom or hall as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. Providers should notify the Careers teacher of any special requirements which will be discussed and agreed in advance of the visit with the Careers teacher or IT support staff for technical requirements.

Providers are welcome to leave a copy of their prospectus or other relevant course literature in the careers hub which is available to pupils during GMS, lunch and break times.

### Protocol for Visitors onsite

In accordance with Keeping Children Safe in Education 2018 visitors will be supervised at all times by a member of staff who has enhanced DBS clearance. Visitors should expect a high staff presence throughout any encounter. Visitors must sign in on entering the school building. All visitors must ensure that they sign out on departure and return any temporary identification.

### Monitoring

All requests for access will be monitored to ensure compliance with Statutory Guidance. This policy will be reviewed annually, or as appropriate in line with changes in government policy.

### 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)



Approved by

Date: 26/02/24

Approved By Governors Chair

Date: 5/3/24

