

HOWARD OF EFFINGHAM SCHOOL PROVIDER ACCESS POLICY

Purpose:

The Technical and Further Education Act 2017 inserted section 42B into the Education Act 1997 and came into force on 2 January 2018. This policy ensures that the Howard of Effingham is adhering to this new law to ensure that there is an opportunity for a range of education and training providers to access all students in year 8 to year 13 for the purpose of informing them about approved technical education apprenticeships.

Date created: February 2018 Governors Committee Responsible: Rachel Bell

Review period: Annual Senior Leader Contact: Kat Finch

Date reviewed: September 2026

Date ratified: September 2027 Next due for review: September 2027

Introduction

This policy statement sets out the **Howard of Effingham's** arrangements for managing the access of providers to students at the school for the purpose of giving them information about the provider's education or training offer. This complies with our legal obligations under Section 42B of the Education Act 1997.

Statement of provider access:

The high-quality careers education and guidance within our school is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18, including wider technical education options such as T-Levels and Higher Technical Qualifications.

Commitment

The Howard of Effingham is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. The Howard of Effingham is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with statutory duty, and not showing bias towards any route, be that academic or technical.

The Howard of Effingham endeavours to ensure that all students are aware of all routes to higher skills and can access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

Aims

The Howard of Effingham policy for access to other education and training providers has the following aims:

- To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.
- To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.
- To reduce drop out from courses and avoid the risk of students becoming NEET (Young people not in education, employment or training).

Pupil entitlement

The Howard of Effingham fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training, and apprenticeships. The school will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships. This will be done in assembly time and at careers events throughout the academic year.

All students in years 7-13 are entitled:

- to find out about technical education qualifications and apprenticeship 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.

Development

This policy has been developed and is reviewed annually by the Careers Leader and Line Manager (Sarah Quick & Kat Finch) based on current good practice guidelines by the Department for Education.

Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, SEND & SIP (School Improvement Plan).

Equality and Diversity

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. The Howard of Effingham is committed to encouraging all students to make decisions about their future based on impartial information.

Requests for access

A provider wishing to request access should contact Sarah Quick, Careers Lead who may be contacted via telephone or email; 01372 453694 / Sarah.quick@thehoward.thpt.org.uk OR CL line manager Kat.Finch@thehoward.thpt.org.uk

Grounds for granting requests for access

Access will be given for providers to attend during school assemblies, timetabled Careers or Life lessons, and Careers or Raising Aspirations events that The Howard of Effingham is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with The Howard of Effingham.

Details of premises or facilities to be provided to a person who is given access

The Howard of Effingham will provide an appropriate room or assembly hall to be agreed. All rooms have computers, projectors and screens provided. Computer rooms can also be arranged. The Careers Leader will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Safeguarding checks will be carried out. Providers will be met and supervised by a member of the Careers Team who will facilitate.

Live/Virtual encounters

The Howard of Effingham will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

Opportunities for access

Several events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

- Future Options Fair / Virtual Careers Fair (all subjects)
- Year 9 Options Evening
- Year 10 Information Evening including the Work Experience Programme
- Sixth Form Information Evening
- Year 7-13 Progress Evenings
- World of Work talks/ Assembly Guest Speakers
- Career Bespoke Workshops

Parents and Carers

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers.

Management

The Careers Leader (Sarah Quick) coordinates all provider requests and is responsible to her senior management line manager (Kat Finch).

Complaints procedure

Any complaints about this policy should be raised to Sarah Quick, email: Sarah.quick@thehoward.thpt.org.uk who will raise this to Kat Finch, Assistant Principal at The Howard of Effingham School.

Monitoring review and evaluation

The Policy is monitored and evaluated annually via the Senior Leadership Team.

Providers who have been invited to The Howard of Effingham to date include:

University of Surrey

University of Creative Arts

St Hilda's College Oxford

Merrist Wood College

Guildford College

Brooklands College

Nescot College

Alpssurrey – Apprenticeships

McLaren

British Army

British Navy

Metropolitan police

Trips have been arranged to St Catherine's School Bramley & Tormead School Guildford

Destinations of students from The Howard of Effingham school include:

Howard of Effingham 6th form

Godalming College

Reigate College

Brooklands College

Nescot College

Kingston

Merrist Wood

Guildford College

Relevant documents and legislation

- Careers guidance and access for education and training providers: Statutory guidance for governing bodies, school leaders and school staff (Department for Education, January 2018) [Careers guidance and access for education and training providers \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)
- This guidance is part of the government's [Careers strategy: making the most of everyone's skills and talents - GOV.UK \(www.gov.uk\)](https://www.gov.uk)