



# Kings' School

## Provider Access Policy

Policy Reviewed by:	PAY	September 2023
Approved by:	Education Committee	September 2023
Approved by:	FGB	October 2023
To be Reviewed	Annually	October 2024

# Kings' School –

## Provider Access Policy

### Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at 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.

### Related policies

- Careers Policy
- Work Experience Policy

### Pupil Entitlement

All pupils in years 7-11 are entitled to:

- Find out about academic, professional and technical education qualifications and apprenticeships/traineeship opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point
- Receive at least four encounters that provide the minimum information requirement:
  - Two for pupils during the 'first key phase' (Year 8 or 9) that are mandatory for all pupils to attend
  - Two for pupils during the 'second key phase' (Year 10 or 11) that are mandatory for all pupils to attend
- Hear from a range of local/national providers (including: colleges, employers, training providers and local authority) about the opportunities they offer through options/taster events, master classes, assemblies, careers in the curriculum and extra-curricular
- Understand how to make applications for the full range of academic, professional & technical courses and apprenticeships/traineeships

### Management of provider access requests

#### Procedure

A provider wishing to request access should contact:

**Joanna Turner, Careers Leader**

Tel: 01962 861161 Email: [j.turner@kings-winchester.hants.sch.uk](mailto:j.turner@kings-winchester.hants.sch.uk)

### Opportunities for access

A number of events and interventions, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

**Year 7**      *PSHE – Education and Apprenticeship pathways*

*Careers Fair*

*Masterclasses*

*Careers in the Curriculum*

*Kings' Careers Portal*

**Year 8**      *PSHE – Education and Apprenticeship pathways/LMI*

*STEM Enterprise Day*

*Careers Fair*

*Masterclasses*  
*Curriculum in the Curriculum*  
*Kings' Careers Portal*

**Year 9**      *PSHE – World of Work*  
*Employability Day (supporting Year 9 option choices)*  
*Careers Fair*  
*Masterclasses / Assemblies / Taster Days*  
*Careers in the Curriculum*  
*Kings' Careers Portal*

**Year 10**     *Work Experience*  
*Careers Fair*  
*Masterclasses / Assemblies / Post 16 Taster Days*  
*Careers in the Curriculum*  
*Kings' Careers Portal*

**Year 11**     *PSHE – Work Related Learning Programme*  
*Employability Interviews*  
*Careers Fair*  
*Masterclasses / Assemblies*  
*Careers in the Curriculum*  
*Kings' Careers Portal*

Please speak to our Careers Leader (as above) to identify the most suitable opportunity for you.

The school's 'Visitors Working with Pupils Policy':

<https://kings-hants.com/app/uploads/2022/03/Visitors-working-with-Pupils-Policy-2020-1.pdf>

sets out the approach to allowing providers/visitors in school whilst ensuring that pupils are kept safe.

## **Premises and facilities**

The school will make an appropriate space available for activity between the provider and pupils. The school will also endeavour to make available equipment and resources to support provider presentations and activities. This will be discussed and agreed in advance of the visit with the Careers Leader.

Providers are welcome to leave a copy of their prospectus or other relevant literature/resources at the Careers Resource Centre, which is managed by the Careers Leader. The Resource Centre is available to all pupils.

## **Approval and review**

This policy is reviewed every three years (unless there is significant change to statutory requirements) in discussion with staff, external partners and in line with the school's legal obligations.

Approved: September 2022

Next review: September 2025

Signed: Mr J. Corrie  
CEIAG Governor

Dr J. Adams  
Headteacher

