



Kings' School

Provider Access Policy

Policy name	Provider Access Policy	Owner / PAA
Hampshire model policy	Yes	
Approved by Headteacher/SLT:	ADS	November 2024
Approved by Committee	Education Committee	November 2024
To be reviewed / Next review date	Annually	November 2025

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

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	<i>PSHE – Education and Apprenticeship pathways Careers Fair Masterclasses Careers in the Curriculum Kings' Careers Portal</i>
Year 8	<i>PSHE – Education and Apprenticeship pathways/LMI STEM Enterprise Day Careers Fair Masterclasses Curriculum in the Curriculum Kings' Careers Portal</i>
Year 9	<i>PSHE – World of Work Employability Day (supporting Year 9 option choices) Careers Fair Masterclasses / Assemblies / Taster Days Careers in the Curriculum Kings' Careers Portal</i>
Year 10	<i>Work Experience Careers Fair Masterclasses / Assemblies / Post 16 Taster Days Careers in the Curriculum Kings' Careers Portal</i>
Year 11	<i>PSHE – Work Related Learning Programme Employability Interviews Careers Fair Masterclasses / Assemblies Careers in the Curriculum Kings' Careers Portal</i>

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

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

[Visitors Working with Pupils Policy 2024.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: November 2024

Next review: November 2025

Signed: Carolina Reyes-Prieto
CEIAG Governor

Dr J. Adams
Headteacher