

The Sir John Colfox Academy: Provider Access Policy

Introduction

This policy statement sets out the academy's arrangement for managing the access of providers to students at the academy for the purpose of giving them information about the provider's education or training offer. This complies with the academy's legal obligations under Section 42B of the Education Act 1997 and the subsequent Provider Access Legislation 2023.

Student Entitlement

All students in year 7 – 13 are entitled:

- To find out about technical education qualifications and apprenticeships opportunities, as part of the 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, tutor time activities and taster events;
- To understand how to make applications for the full range of academic and technical courses.

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11). For pupils in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.

Management of provider access requests

Procedure

A provider wishing to request access should contact Mr Michael Thompson – Head of Careers, thompsonm@colfox.dorset.sch.uk or Mr Adam Shelley – Head Teacher shelleya@colfox.dorset.sch.uk

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 pupils from the provider)
- answer questions from pupils

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 can 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:

- Bournemouth University
- Bournemouth Arts University
- Yeovil College
- Weymouth College
- University of Exeter
- Cardiff University
- University of South Wales
- ASK (Apprenticeship Support and Knowledge)
- Sutton Trust
- Annual Careers Fair
- Discover Farming
- Oxbridge Mentoring
- Student alumni – Oxbridge, veterinary, medical
- Cardiff Metropolitan University
- Financial Times
- Volunteer Network
- Chartered Insurance Institute
- University of Bath

Destinations of our pupils

Last year our Year 11 students moved to range of providers in the local area after school:

Further Education College - 49

Sixth Form - 70

Apprenticeships – 13

Full time training - 1

Last year our Year 13 students moved to a range of providers in the local area and beyond after school:

University - 26

Gap year or employment – 13

Unknown - 12

Opportunities for access

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

Please speak to our Head of Careers to identify the most suitable opportunity for you.

Year	Autumn Term	Spring Term	Summer Term
7	PSE Lessons Life skills – assembly, tutor group opportunities, lunchtime talks.	National Careers Week PSE Lessons Life skills – assembly, tutor group opportunities, lunchtime talks.	PSE Lessons Life skills – assembly, tutor group opportunities, lunchtime talks.
8	PSE Lessons Life skills – assembly, tutor group opportunities, lunchtime talks.	National Careers Week PSE Lessons Life skills – assembly, tutor group opportunities, lunchtime talks.	PSE Lessons Life skills – assembly, tutor group opportunities, lunchtime talks.
9	PSE Lessons Life skills – assembly, tutor group opportunities, lunchtime talks.	National Careers Week PSE Lessons National Apprenticeship Week KS4 options evening Life skills – assembly, tutor group opportunities, lunchtime talks.	PSE Lessons Life skills – assembly, tutor group opportunities, lunchtime talks.
10	Work experience preparation sessions West Dorset Careers Fair (every 2 years. Next 2024) Careers Lessons Life skills – assembly, tutor group opportunities, lunchtime talks. Careers advisor meetings	National Careers Week National Apprenticeship Week Work Careers Lessons Experience Life skills – assembly, tutor group opportunities, lunchtime talks. Careers advisor meetings	Careers Lessons Life skills – assembly, tutor group opportunities, lunchtime talks. Careers advisor meetings
11	West Dorset Careers Fair (every 2 years. Next 2024) Careers Lessons Life skills – assembly, tutor group	National Careers Week National Apprenticeship Week Careers Lessons	Careers Lessons Life skills – assembly, tutor group opportunities, lunchtime talks.

	opportunities, lunchtime talks. Careers advisor meetings	Life skills – assembly, tutor group opportunities, lunchtime talks. Careers advisor meetings	Careers advisor meetings
12	West Dorset Careers Fair (every 2 years. Next 2024) Careers advisor meetings College and university visits Alternatives to university (ASK)	National Careers Week Careers advisor meetings College and university visits Alternatives to university (ASK)	Careers advisor meetings UCAS Fair College and university visits Alternatives to university (ASK)
13	West Dorset Careers Fair (every 2 years. Next 2024) Careers advisor meetings College and university visits Alternatives to university (ASK)	National Careers Week Careers advisor meetings College and university visits Alternatives to university (ASK)	Careers advisor meetings UCAS Fair College and university visits Alternatives to university (ASK)

Please speak to our Careers Leader to identify the most suitable opportunity for you.

Premises and facilities

The academy will make main halls, classrooms, or private meeting spaces available for discussions between the provider and students, as appropriate to the activity. The academy 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 the Careers Leader.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the library or with the Head of Careers. The library is available to all students throughout the day.

Complaints

If providers wish to make a complaint about a lack of access they should contact Mr Adam Shelley, Head Teacher on shelleya@colfox.dorset.sch.uk or 01308 422291. Alternatively, with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Approval and review

Approved [date] by [Governors]

Next Review: [date]

Signed:

[name] Chair of Governors

[name] Head Teacher