

# The Ellesmere Port C of E College



## Provider Access Careers Policy

### Policy Information:

Date prepared	September 2023
Adopted by Governors	September 2023
Implementation Date	Immediate
Frequency of Review	Annually
Date	September 2024

### Approved by Principal:

Cath Green

### Approved by Chair of Governors:

Gordon McGuinness



Frank Field  
Education Trust

## The Ellesmere Port C of E College: Provider Access Policy

### Introduction

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

### Student entitlement

All pupils in years 8 to 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;
- 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.

**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 -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.**

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.

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

We have previously invited the following providers from the local area to speak to our pupils:

- NHS
- Navy

- Army
- Airbus

### Destinations of our pupils

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

- CCSW
- TTE
- The Ellesmere Port CofE College

Last year our year 13 pupils moved to a range of providers in the local area after school:

- CCSW
- TTE
- Chester University
- Liverpool Hope University

### Management of provider access requests

#### Procedure

A provider wishing to request access should contact our Senior Leader Responsible for careers or our Whole school careers manager:

SLT: Mrs Connolly, 0151 350 6000, [Lconnolly@epcollege.org](mailto:Lconnolly@epcollege.org)

Whole School Careers Manager: K Whittingham. 0151 350 6000, [kwhittingham@epcollege.org](mailto:kwhittingham@epcollege.org)

#### Opportunities for access

The school offers the provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. Please speak to the members of staff identified above to identify the most suitable opportunity for you.

The school policy on safeguarding indicates that visitors to the school would be expected to provide evidence of a recent DBS check or be accompanied by a member of the Academy staff at all times whilst in the building.

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
Year 8	Event by Higher Horizons explaining FE.	<b>NHS Apprenticeship Presentation from The Vocational Development Manager at the Countess of Chester Hospital</b>	
Year 9		<b>TTE Independent Training Provider Presentation from a local Engineering provider.</b>	<i>No encounters – legislation requires encounters to take place by 28<sup>th</sup> February if in year 9</i>
Year 10	<b>Careers fair for pupils hosted by the Pledge.</b>	<b>Presentation from</b>	Technical/vocational

	<b>Students spoke to local sixth forms to discuss their offer including Whitby High School and The Ellesmere Port Catholic High School.</b>	<b>local college (CCSW) focusing on HE and T Levels.</b>	tasters at local college/s training providers.
Year 11	<b>Army presentation to students to look at the wide range of jobs and careers available and how they can apply for them.</b>	Meeting with careers advisor.	<i>No encounters – legislation requires encounters to take place by 28<sup>th</sup> February if in year 11</i>  Confirmation of post 16 education and training destinations for all pupils
Year 12	Meeting with careers advisor.		<b>University visit to learn about HE courses and how to apply to university.</b>
Year 13		<b>NHS Apprenticeship Presentation from The Vocational Development Manager at the Countess of Chester Hospital</b>	<i>No encounters – legislation requires encounters to take place by 28<sup>th</sup> February if in year 13</i>

### **Premises and Facilities**

When it is agreed between EPC and the provider that an in-school presentation or meeting with students is appropriate, the school will make an appropriate sized hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school 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 above members of staff.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils

Providers are welcome to leave a copy of their prospectus or other relevant course literature which will then be displayed within our Careers area which is available to students at lunch and break times.

### **Complaints**

Any complaints with regards to provider access can be raised following the school complaints procedure.