

Woodbrook Vale School

Careers Provider access information

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1. Aims

This information aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13 (see more detail in section 2.1 below).

Schools must also have information that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 Act 2022](#) and on page 43 of guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](#).

This information document shows how our school complies with these requirements.

2.1 The 6 encounters schools must offer to all pupils in years 8 to 11

Schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
 - All pupils must attend
 - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
 - All pupils must attend
 - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11

These encounters must happen for a reasonable period of time during the standard school day. Schools can continue to provide complementary experiences, but encounters outside of school hours won't count towards these requirements.

Schools must ask each provider to provide the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from pupils

Woodbrook Vale covers this requirement through assemblies (eg Ask Apprenticeships), the Post-16 Information evening in Year 11 and other events such as speed-networking.

2.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils. 1 encounter is defined as 1 meeting/session between pupils and 1 provider. Meaningful live online engagement is also an option at our school.

3. Student entitlement

All students in years 8 to 11 at Woodbrook Vale are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships, e.g. through activities and events such as options events, assemblies, the Post-16 Information Evening and taster events
- Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

If you are an education or training provider who would like to share your opportunities with our students then please contact Mr P Hynes, Deputy Headteacher (phynes@wbvs.co.uk) or Margot Mcswiney, Careers Leader (mmcswiney@wbvs.co.uk) in the first instance. We will ensure that your request is appropriate for our students and then can arrange a suitable session that may be part of a dedicated careers (Personal Development) lesson, an assembly or an existing calendared school event. There are a variety of spaces that can be used for such sessions that include classrooms, the lecture theatre, the drama studio or the dining hall. We have the full range of audio-visual facilities and wireless Internet access available in all school spaces.

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers.

Please contact our Careers Leader, Margot Mcswiney (mmcswiney@wbvs.co.uk) to identify the most suitable opportunity for you.

These events will run in line with any measures related to public health incidents, including COVID-19.

4.3 Granting and refusing access

We aim to facilitate access to all relevant providers. If access should be refused then a provider will be provided details and can appeal through the school's Headteacher or Chair of Governors.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

Facilities available include classrooms, the lecture theatre, the drama studio, Sports Hall or the dining hall. We have the full range of audio-visual facilities and wireless Internet access available in all school spaces. Providers are welcome to leave hardcopies of prospectuses and other materials or the school can arrange for links to be sent to students in line with our environmental responsibilities.

Any particular measures related to public health incidents, including COVID-19, can be discussed with relevant providers.

5. Previous providers

In previous years we have invited the following providers from the local area to speak to our pupils among others:

- Loughborough College
- Rawlins Academy
- Loughborough Endowed Schools (Loughborough High School, Loughborough Grammar School etc)
- Leicester College
- Stephenson College
- Addict
- Brooksby College (Melton)
- De Lisle
- Ask Apprenticeships
- Charnwood College
- Uniformed Services – Army, Police and Air Force

6. Pupil destinations

Our year 11 pupils move to a range of providers in the local area after school:

Example Destination Summary	%
Loughborough College	74.0%
Rawlins	11.7%
Loughborough High School	1.3%
Loughborough Grammar School	0.6%
Leicester College	0.0%
Stephenson College	5.2%
Addict	0.0%
Brooksby	0.6%
De Lisle	1.3%
Apprenticeships	5.2%

7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure on the school website or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

8. Links to other policies

Other links potentially connected to the careers support at Woodbrook Vale School are listed below and can be found on the school website (www.wbvs.co.uk):

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy

9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by the Deputy Headteacher with responsibility for careers who will review this information annually.