



# The Marlborough Science Academy

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PROVIDER ACCESS POLICY STATEMENT	
Responsible Governing Body Committee:	Curriculum Committee
Policy type:	Statutory
Date of Origin:	March 2023
Adopted by:	
Author:	Nikki Golds
Location:	
Filename:	

Review Due Date	Review Completed	Amendments Y/N	Version
March 2024	November 2023	Y	
November 2024	November 2024	Y	
November 2025			

## Relationship to other policies

- Careers Education Policy
- Curriculum Policy
- Safeguarding Policy

This policy statement sets out our arrangements for managing the access of providers to 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.

### **Student entitlement**

All students in Years 7 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.
- 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.
- Understand how to make applications for the full range of academic and technical courses.

For students of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (Years 8 to 9) and two encounters for students during the 'second key phase' (Years 10 to 11). For students 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 students 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 students from the provider).
- Answer questions from students.

The Marlborough Science Academy will ensure compliance with this requirement through a variety of career focussed events embedded into the whole school curriculum and calendar. These will take place during the school day.

### **Meaningful Provider Encounters**

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students using the Making it Meaningful checklist from the Careers and Enterprise Company.

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

### **Previous providers**

We welcome local and national providers to work with our community. In previous terms/years, we have invited the following providers from the local area to speak to our students:

- West Herts College
- Oaklands College
- ASK (Apprenticeship, Support and Knowledge)
- University of Herts
- Debut Hair and Beauty
- MBDA

A provider wishing to request access or attend any of our events should contact either Nikki Golds or Ashley Skirving (Careers Administrator) via [Careers@marlborough.herts.sch.uk](mailto:Careers@marlborough.herts.sch.uk).

### Opportunities for access

The school offers the six provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to students or their parents/carers. Please speak to our Careers Leader to identify the most suitable opportunity for you.

Year Group	Autumn Term	Spring Term	Summer Term
7	<ul style="list-style-type: none"> <li>PSHCEE: New beginnings and opportunities for the future</li> </ul>		<ul style="list-style-type: none"> <li>Blue Light Day</li> </ul>
8		<ul style="list-style-type: none"> <li><b>Option Insight Day</b></li> <li>PSHCEE Careers Lessons</li> <li><b>Year 8 What's out there? Event</b></li> </ul>	<ul style="list-style-type: none"> <li>Key Stage 4 Options events</li> <li>Work Shadowing</li> </ul>
9	<ul style="list-style-type: none"> <li>Career Insights</li> <li>Assemblies from visiting businesses such as Power of Events</li> </ul>	<ul style="list-style-type: none"> <li><b>Who do you think you are? Career day involving SFYP focusing on employability skills</b></li> </ul>	National Careers week – Business visits
10	<ul style="list-style-type: none"> <li>Where next? Opportunities for the future</li> <li>West Herts and Oaklands college assembly</li> <li>Careers Parent Information evening</li> </ul>	<ul style="list-style-type: none"> <li><b>Future Smart Apprenticeships Assembly</b></li> <li>WEX</li> <li><b>Welcome to the real world event</b></li> </ul>	<ul style="list-style-type: none"> <li>National Careers week – Business visits</li> </ul>
11	<ul style="list-style-type: none"> <li>Post 16 Information Evening</li> <li><b>Provider Assemblies</b></li> <li>Next Steps: PSHE Lessons</li> <li>Oaklands College assembly</li> <li>Careers Parent Information Evening</li> </ul>	<ul style="list-style-type: none"> <li>ASK Apprenticeships Assembly</li> <li>Year 11 SLT Interviews</li> <li>Mentoring</li> </ul>	
12	<ul style="list-style-type: none"> <li>Bedford University Fair</li> <li><b>Training Provider Visiting Speakers</b></li> <li><b>Enrichment sessions</b></li> <li><b>Careers Parent Information evening</b></li> </ul>	<ul style="list-style-type: none"> <li>Future Smart Apprenticeships Assembly</li> </ul>	<ul style="list-style-type: none"> <li>Work Experience</li> </ul>

13	<ul style="list-style-type: none"> <li>• University Visiting Speakers</li> <li>• Careers Parent Information evening</li> <li>• Enrichment sessions</li> </ul>	<ul style="list-style-type: none"> <li>• <b>ASK Apprenticeships Workshop</b></li> </ul>	
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### **Granting and Refusing Access**

We aim to be as flexible as possible when working with external visitors, within the confines of the school day. Access is offered via, but not limited to:

- Assemblies
- PSHCEE Lessons
- Drop-down events as part of a calendared event

### **Safeguarding**

Our Safeguarding policy outlines the school's procedures for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this policy.

### **Premises and Facilities**

The school will make the main 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 Careers Leader or a member of their team.

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

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Learning Resource Centre. The Resource Centre is available to all students at lunch and break times.

### **Complaints**

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk).

### **Monitoring Arrangement**

The school's arrangements for managing the access of education and training providers to students are monitored by Nikki Golds, Lead Practitioner.

This policy will be reviewed annually.

At every review, the policy will be approved by the Governing Body.