

# Benjamin Britten School



## Provider Access Policy

## **Introduction**

Benjamin Britten School is committed to providing students with high quality careers education, information, advice and guidance in order to help prepare them for the opportunities, responsibilities and experiences of life.

Our programme of careers education is delivered to all students in years 7-11 and endeavours to follow national guidelines set out by the Department for Education and other relevant bodies such as the Gatsby Charitable Foundation and OFSTED.

This policy statement sets forth the school's arrangements for managing the access of providers to students 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.

## **Pupil entitlement**

All pupils in years 8 to 13 are entitled:

- to find out about technical education qualifications and apprenticeship 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 trips, assemblies, workshops 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).

These provider encounters will be scheduled within 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 or session between pupils and one provider. The school prefers encounters to take place in person, however we are open to high

quality online/ virtual encounters, where we feel these will have a meaningful impact on our pupils.

Many of the school trips organised by the different departments across school also provide students with the opportunity to engage with employers, apprenticeship and technical education providers and further and higher education institutions. Where these encounters meet the four requirements for 'meaningful' encounters above, they will also count towards pupils' mandatory minimum number of encounters.

### Management of provider access requests

A provider wishing to request access should contact the school's Careers Lead, Miss A Stanley, through one of the following ways:

Telephone: 01502 582312

Email: [office@benjaminbritten.school](mailto:office@benjaminbritten.school)

In addition to the four statutory required encounters during years 8-11, pupils have the opportunity to participate in a number of additional encounters, integrated into the school careers programme:

	Autumn Term	Spring Term	Summer Term
Year 7		UEA Future Stars Programme  Local further education and technical education providers offer masterclasses	Local further education and technical education providers offer masterclasses
Year 8		Whole year group assemblies and workshops  Local further education and technical education providers offer masterclasses	Local further education and technical education providers offer masterclasses
Year 9	Local further education and technical education providers offer masterclasses	KS4 Options Evening  Whole year group assemblies and workshops  Local further education and technical education	Visit to UEA  Royal Norfolk Show trip  Local further education and technical education providers offer masterclasses

		providers offer masterclasses	
Year 10	<p>Take your Place Programme</p> <p>Local further education and technical education providers offer masterclasses</p>	<p>Take your Place programme</p> <p>Work Experience Preparation workshops</p> <p>Local further education and technical education providers offer masterclasses</p>	<p>Whole year group further education and technical education provider assemblies</p> <p>Take your Place programme</p> <p>Trips to FE and HE institutions</p> <p>Post-16 Taster Sessions</p> <p>Work Experience</p> <p>Local further education and technical education providers offer masterclasses</p>
Year 11	<p>Whole year group further education and technical education provider assemblies</p> <p>Trips to FE and HE education providers</p> <p>Year 11 Supporting Success Evening</p> <p>Take your Place Programme</p>	<p>Whole year group further education and technical education provider assemblies</p> <p>Take your Place Programme</p>	<p>Take your Place Higher Education Event (All years)</p>

The above table illustrates the types of events which typically take place at these points during the academic year, however we are not restricted to these events and dates and would welcome providers to get in touch should they have opportunities which may be of interest to our students, regardless of the type of event or time of year.

### **Safeguarding**

As with other visitors, we may ask for the details of those individuals coming in to the school on behalf of a provider, so that we may carrying out required checks prior to their arrival. The school reserves the right to impose any additional requirement they consider appropriate in connection with the event. If for any reason the school is not satisfied, then they reserve the right to not proceed with the event. For more information on this,

please refer to the Child Protection and Safeguarding Policy available on the school website.

### **Premises and facilities**

The school will make the Theatre, Dining Hall, Library, classrooms or meeting rooms available for encounters between providers and students, as appropriate to the activity.

The school will also make available audio visual and other specialist equipment to support provider presentations. This will be discussed and agreed in advance of the visit with the careers lead or a member of their team.

Providers are welcome to leave copies of their prospectuses or other relevant literature with the Careers Lead, to be made available to students.