



Provider access policy statement

Approved by:

Date:

Last reviewed on:

November 2023

Next review due by:

November 2024

Contents

1. Aims	2
2. Statutory requirements	2
3. Student entitlement.....	3
4. Management of provider access requests.....	3
5. Pupil destinations.....	4
6. Complaints	5
7. Links to other policies	5
8. Monitoring arrangements.....	6

1. Aims

This policy statement 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 a policy statement 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 policy shows how our school complies with these requirements.

2.1 The 6 encounters schools must offer to all pupils in years 8 to 13

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.

- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
 - Pupils can choose to attend.
 - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13.

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

We will, in arranging these encounters will ensure that the above information is gathered. It is our aim to view presentations in advance, if possible, and / or communicate with providers to ensure students questions are accommodated. We will endeavour to provide a mechanism before events for students to submit questions that can be communicated to presenters in advance, as we are aware that not all students are comfortable asking questions in a large audience.

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 13 at Tytherington School 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 assemblies, careers events, options events 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

A provider wishing to request access should contact Mrs Caroline Brennan, Assistant Headteacher (Community & Careers).

Telephone: 01625 610220

Email: Careers@tytheringtonschool.co.uk cbrennan@tytheringtonschool.co.uk

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:

Appendix 1 summarises the careers programme for Year 8-13 students, included the required opportunities provided for training and education providers to speak to students and / or their carers.

Please speak to our Careers Leader 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 will grant access to students during any of the events or sessions listed above. We will also look into any other reasonable requests for access made at least 2 weeks in advance.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the Academy's procedure for checking the identity and suitability of visitors.

All providers and visitors to The Academy must follow the rules and guidance detailed in our Child Protection & Safeguarding Policy.

Our safeguarding/child protection policy outlines the Academy's procedure for checking the identity and

4.5 Premises and facilities

The Academy will make the Main Hall, (or Sport Hall when main hall is not available), classrooms or private meeting rooms 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 or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Main Reception. Any relevant documentation will be stored in the careers office. We can also add relevant links to websites and other sources of digital information to the Academy website

5. Pupil destinations

The Year 11 pupils who completed Year 11 in 2024 moved to a range of providers in the local area after school:

- 52% progressed to Tytherington Sixth Form (117 students)
- 3% progressed to other school Sixth Forms. (7 students)
- 39% progressed to college. (89 students)
- 4% progressed to Apprenticeships (8 students)
- 3% are working with other education providers (7 students)
- Zero NEET

Student were in receipt of Pupil Premium

- 100% progressed to a post-16 destination (25 students)

Student with SEND

- 100% of student with SEND progressed to a post-16 destination (19 students)

Year 13 pupils who completed Year 13 in 2024 moved to a range of providers in the local area after school:

Destination	2024
University	59.85%
Russell Group	31.39%
Oxbridge	1.46%
Degree Apprenticeship	2.92%
Apprenticeship	7.30%
Work	7.30%
Gap Year	10.22%
Military Services	1.46%
Re-sat Yr12/13	2.19%
Changed courses in year 12/13	6.57%
NEET	1.46%
Number of students at the start of year 12	137

PP Destination	2022-2024
University	11.11%
Russell Group	0
Oxbridge	0
Degree Apprenticeship	0
Apprenticeship	22.22%
Work	11.11%
Gap Year	33.33%
Military Services	11.11%
Re-sat Yr12/13	11.11%
Changed courses in year 12/13	0
NEET	0
Number of students at the start of year 12	9

6. Complaints

Any complaints related to provider access can be raised following the school complaints procedure <https://tytheringtonschool.co.uk/wp-content/uploads/2024/09/2024-25-Complaints-Policy-ESFA-approved.pdf> or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

7. Links to other policies

- Careers Policy
- Safeguarding Policy
- SEND Policy

➤ PSHE Policy

8. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Mrs Caroline Brennan (Assistant Headteacher).

This policy will be reviewed annually by Caroline Brennan, Assistant Headteacher (Community & Careers)

At every review, the policy will be approved by the governing board/Trustees.



Appendix 1

Careers Programme – Year 7-13 Overview (2024-2025)

Key Stage 3 (years 7, 8 and 9)

	<u>Autumn Term (Tutor time programme)</u>	<u>Spring Term (tutor time programme)</u>	<u>Summer Term (Tutor time programme)</u>	<u>Assemblies</u>	<u>Events and additional activities</u>
<u>Year 7</u>	<p>Session 1- Reflection on future hopes and dreams</p> <p>Session 2- Reflection on future hopes and dreams</p> <p>Session 3- Characteristics of an aspirational student.</p> <p>Session 4- What it means to be described as ‘aspirational student’.</p> <p>Session 5- Exploring terms career and career sectors.</p> <p>Session 6- Skills required for different jobs.</p> <p>Session 7- Exploring possible career interests.</p> <p>Session 8- Enterprise skills</p> <p>Session 9- Logging into Unifrog and accessing skills quiz IT session.</p> <p>Session 10- Using Unifrog quiz results plus Future Skills Questionnaire IT session</p>	<p>Session 1- Exploring job roles assumptions</p> <p>Session 2- Explore career stereotypes</p> <p>Session 3- How career stereotypes can be challenged.</p> <p>Session 4- Concept of a dream job!</p> <p>Session 5- Exploring skills and themes linked dream jobs.</p> <p>Session 6- The values of a dream company.</p> <p>Session 7- Features of the Unifrog Careers library to research dream job.</p> <p>Session 8- Exploring careers interests.</p> <p>Session 9 – Using Unifrog to record employability skills and activities IT session</p>	<p>Session 1 & 2 – Exploring future careers</p> <p>Session 3 Using Unifrog to explore growing careers using LMI.</p> <p>Session 4 Accessing Unifrog Quiz results preparation for a computer room task.</p> <p>Session 5 & 6- entrepreneurship and entrepreneurial skills.</p> <p>Sessions 7 & 8 - Work-life balance.</p>	<p>- Careers programme and using targeted Unifrog features assembly.</p> <p>-Employer assembly</p>	<p>- PD lesson- Importance of building employability skills.</p> <p>- Future Skills Questionnaire (FSQ).</p> <p>- National Apprenticeship Week</p> <p>- National Careers week</p> <p>-Supported IT sessions using Unifrog platform</p>

	<u>Autumn Term (Tutor time programme)</u>	<u>Spring Term (tutor time programme)</u>	<u>Summer Term (Tutor time programme)</u>	<u>Assemblies</u>	<u>Events and additional activities</u>
Year 8	<p>Session 1- Reflection on Year 7.</p> <p>Session 2- Targets for year 8</p> <p>Session 3- How self-confidence can boost success.</p> <p>Session 4- Boosting confidence & thinking positively about the future.</p> <p>Session 5 & 6- Identifying skills and behaviours important in the world of work.</p> <p>Session 7- Using Unifrog Careers library to explore career interests.</p> <p>Session 8- factors that influence deciding a 'dream job.'</p> <p>Session 9- exploring Unifrog quiz results careers library IT session</p>	<p>Session 1 & 2- Explore interests for a future career.</p> <p>Session 3 & 4- Challenges of work and school.</p> <p>Session 5- Features of youth employment</p> <p>Session 6- What are 'entrepreneurs'.</p> <p>Session 7- Exploring a successful entrepreneurs.</p> <p>Session 8- Exploring enterprising characteristics.</p> <p>Session 9 – Using Unifrog to record employability skills and activities IT session</p>	<p>Sessions 1, 2 & 3 - To reflect and create a mood board about the life you want in the future.</p> <p>Session 4- Employability skills- self-management.</p> <p>Session 5- Employability skills- good communication skills.</p> <p>Session 6- Employability skills - teamwork</p> <p>Session 7 & 8- To explore CV's and create one for a Superhero!</p>	<p>-Careers programme and using targeted Unifrog features assembly.</p> <p>- Higher Education Assembly</p> <p>- Apprenticeship assembly</p> <p>-Employer assemply</p>	<p>- - PD lesson- Importance of building employability skills</p> <p>-Future Skills Questionnaire</p> <p>-National Apprenticeship Week</p> <p>- National Careers week</p> <p>-Supported IT sessions using Unifrog platform</p>

	<u>Autumn Term (Tutor time programme)</u>	<u>Spring Term (tutor time programme)</u>	<u>Summer Term (Tutor time programme)</u>	<u>Assemblies</u>	<u>Events and additional activities</u>
Year 9	<p>Session 1- Reflection on year 8.</p> <p>Session 2- Differences between and job and career and future career trends.</p> <p>Session 3- Completing personality trait test to link to possible career ideas</p> <p>Session 4- Interests linked to possible future career plus learn Unifrog Interests profile.</p> <p>Session 5- Job, apprenticeships and degrees sectors.</p> <p>Session 6- Post 16 and post 18 pathways</p> <p>Session 7- Benefits of going to university, degree types and Russell Group.</p> <p>Session 8- Skills and interests linked to GCSE option subjects</p>	<p>Session 9- Considerations when choosing GCSE subjects.</p> <p>Sessions 10 & 11 - Key terminology in the guided choices process and features of a good career.</p> <p>Session 12- Subject and careers fields in the jobs market.</p> <p>Session 13- Unifrog Subject library to support research into subject choices.</p> <p>Session 14, 15, 16- STEM Careers and the benefits of a career in STEM.</p>	<p>Session 17 & 18- Taking control of careers journey.</p> <p>Session 19 & 20 - Learning about LMI</p> <p>Sessions 21 & 22- Working and managing money.</p> <p>Sessions 23 & 24 - To explore key facts about apprenticeships.</p>	<p>- Careers programme & using targeted Unifrog features assembly.</p> <p>-- Royal Navy (Employer & Apprenticeship provider)</p> <p>- ASK Apprenticeships assembly</p>	<p>-Tutor time supported IT sessions using Unifrog</p> <p>-Future Skills Questionnaire (FSQ)</p> <p>-Year group visit to Macclesfield Careers Fair</p> <p>-Guided Choices process</p> <p>- Yr 9 Options Evening</p> <p>- Year 9 parent and student guidance meeting day</p> <p>- Year 9 Taster Day with Unifrog sessions.</p> <p>-National Apprenticeship Week</p> <p>- National Careers week</p>

Key Stage 4 (years 10 and 11)

	<u>Autumn Term (Tutor time programme)</u>	<u>Spring Term (tutor time programme)</u>	<u>Summer Term (Tutor time programme)</u>	<u>Assemblies</u>	<u>Events and additional activities</u>
--	---	---	---	-------------------	---

	<u>Autumn Term (Tutor time programme)</u>	<u>Spring Term (tutor time programme)</u>	<u>Summer Term (Tutor time programme)</u>	<u>Assemblies</u>	<u>Events and additional activities</u>
<u>Year 10</u>	<p>Sessions 1 - Reflection on year 9</p> <p>Session 2 & 3 To create a career journey timeline</p> <p>Session 4 & 5 - understand what a CV is and how to start building a CV using the Unifrog CV / resume tool. To review an example of a CV.</p> <p>Session 6 & 7- Exploring paid work and volunteering</p> <p>Session 8, 9 & 10 - To explore real job roles using the I-Could videos</p>	<p>Session 11- Work experience placements, their benefits and importance of researching.</p> <p>Session 12 & 13 – Contacting employers appropriately by phone and email.</p> <p>Session 14 & 15- Exploring the importance of first impressions and how to make a good one.</p> <p>Session 16 & 17 - Importance of planning and preparation in a career journey.</p> <p>Session 18- Exploring different career types.</p>	<p>Session 19 & 20 -Reflecting on careers journey.</p> <p>Session 21- Impact of social media on future employment.</p> <p>Session 22 – Health and safety in the workplace.</p> <p>Session 23 -Behaviour in the workplace.</p> <p>Session 24 - Work experience protocols</p> <p>Sessions 25 & 26 – Well-being in the workplace</p> <p>Session 27- Getting the most out of work experience.</p> <p>Session 28- Using your Mploy work placement Portal</p>	<p>-Careers programme and using targeted Unifrog features assembly.</p> <p>- College and T-Levels assembly (Macclesfield College)</p> <p>-Wex placement sourcing assembly (Mploy).</p> <p>-Wex- pre-placement H&S assembly</p>	<p>-Work Experience week</p> <p>-Parents information evening on supporting their child with work experience.</p> <p>- Macclesfield Careers Fair (evening).</p> <p>-College Taster Day for vocational programmes</p> <p>-National Apprenticeship Week</p> <p>- National Careers week</p> <p>-Subject specific employer events</p> <p>-Supported IT sessions using Unifrog platform.</p> <p>-</p>

	<u>Autumn Term (Tutor time programme)</u>	<u>Spring Term (tutor time programme)</u>	<u>Summer Term (Tutor time programme)</u>	<u>Assemblies</u>	<u>Events and additional activities</u>
<u>Year 11</u>	<p>Session 1- Exploring the difference between and job and career and considering future career trends.</p> <p>Session 2- Reflection on sources of good information, guidance and support for your post-16 transition.</p> <p>Session 3- Awareness of post 16 and post 18 pathways</p> <p>Session 4- Exploring resources to support making A-Level choices using Unifrog.</p> <p>Session 5- Increasing knowledge and awareness of T-Levels</p> <p>Session 6- Increasing knowledge and awareness of Apprenticeships</p> <p>Session 7- Exploring benefits of going to university, the different degree types and what are the Russell Group of Universities.</p>	<p>Session 8 & 9- Choosing a post-16 pathway.</p> <p>Session 10 & 11- Interview basics (in person & online)</p> <p>Session 12 & 13- Is an apprenticeship right for me? How to apply for apprenticeships.</p> <p>Session 14 & 15 - What does success mean?</p> <p>Session 16 & 17 – Is AI a threat to our jobs?</p>	<p>Checks and support to secure post-16 destination.</p> <p>GCSE exams and study leave</p>	<p>- Careers programme and using targeted Unifrog features assembly.</p> <p>-Macclesfield College assembly (inc T-Levels)</p> <p>-6th Form assembly</p> <p>-ASK Apprenticeships assembly</p>	<p>- Post-16 Choices Day</p> <p>- 6th Form open evening</p> <p>- 1 : 1 Careers guidance meetings</p> <p>- Macclesfield Careers Fair (evening).</p> <p>- Apprenticeships fair (evening)</p> <p>- National Apprenticeship Week</p> <p>- National Careers week</p> <p>- NCS Programme</p> <p>- Support with applications.</p> <p>- PD sessions on CV's, applications and post-16 options</p>

Key Stage 5 (year 12 and 13)

	<u>Autumn Term (Tutor time programme)</u>	<u>Spring Term (tutor time programme)</u>	<u>Summer Term (Tutor time programme)</u>	<u>Assemblies</u>	<u>Events and additional activities</u>
Year 12	<p>Session 1- Identifying Unifrog tools and content of interest to them.</p> <p>Session 2- Importance of Wider reading</p> <p>Session 3- Exploring Unifrog Read, Watch listen feature</p> <p>Session 4- Using the Unifrog MOOC tool</p> <p>Session 5- Using the Unifrog Geeking out feature.</p> <p>Session 6- Signing up to Unifrog Webinars</p> <p>Session 7- Exploring the Unifrog subjects library.</p> <p>Session 8- Exploring the Unifrog careers library.</p> <p>Session 9- Adding to your Unifrog locker.</p> <p>Session 10- Wellbeing. Balancing life, learning and work</p>	<p>Topic 1- Arranging a work experience placement.</p> <p>Topic 2- Setting career goals.*</p> <p>Topic 3- Post-18 Choices*</p> <p>Topic 4- Preparing for guidance interview</p> <p>Topic 5- Using Unifrog Universities tool to research next steps.*</p> <p>Topic 6- How to use the Unifrog Personal Statement tool. *</p> <p>* These topics span more than 1 tutor time session</p>	<p>Topic 1- Using the Unifrog features to support research into post-18 options and making applications.</p> <p>Topic 2- Choosing Universities and courses</p> <p>Topic 3 - University Open Days</p> <p>Topic 4- Apprenticeships V Higher Education*</p> <p>Topic 5 – Planning an effective Gap Year.</p> <p>Topic 6- Choosing the right University Course *</p> <p>Topic 7- Drafting your personal statement.*</p> <p>Topic 8- preparing for work experience. *</p> <p>* These topics span more than 1 tutor time session</p>	<p>-Apprenticeships assembly</p> <p>-Armed Forces Officer roles</p> <p>- Careers assembly</p> <p>-Gap Year Company assembly</p>	<p>- University Visit- University of Sheffield.</p> <p>- Post 18 Choices Day.</p> <p>- Post 18 Choices Parents information evening</p> <p>- UCAS Convention (Manchester)</p> <p>- Macclesfield Careers Fair (evening)</p> <p>-Future Skills Questionnaire (FSQ).</p> <p>- National Apprenticeship Week</p> <p>- National Careers week</p> <p>-Subject specific employer events.</p> <p>- Work experience week</p>

	<u>Autumn Term (Tutor time programme)</u>	<u>Spring Term (tutor time programme)</u>	<u>Summer Term (Tutor time programme)</u>	<u>Assemblies</u>	<u>Events and additional activities</u>
Year 13	<p>Session 1- Finalising your personal statement</p> <p>Session 2- Using the Universities search Unifrog tool</p> <p>Session 3- Using the Unifrog apprenticeship tool</p> <p>Session 4- UCAS references</p> <p>Session 5- Apprenticeships v Higher Education</p> <p>Session 6- Using the Unifrog MOOC tool</p> <p>Session 7- Accessing special opportunities and bursaries.</p> <p>Session 8- Personal branding, your CV & online profile</p> <p>Session 9- Gap years</p> <p>Session 10- Wellbeing. Balancing life, learning and work</p>	<p>Session 1- UCAS next steps, Firm and insurance offers.</p> <p>Session 2- Apprenticeships, finding the best fit.</p> <p>Session 3- Preparing for an employer assessment centre</p> <p>Session 4- Introduction to student finance England.</p> <p>Session 5- Getting started on LinkedIn.</p> <p>Session 6- debate of the 4-day week trial.</p> <p>Session 7- working freelance, being self-employed or an entrepreneur.</p> <p>Session 8- Managing transitions.</p> <p>Session 9- What makes an employer good to work for?</p> <p>Session 10- Preparation for results day and clearing.</p>	<p>Checks and support to secure post-18 destination.</p> <p><u>Finish for Study Leave</u></p>	<p>-Careers programme and Unifrog assembly.</p> <p>- Ask Apprenticeships assembly</p> <p>-Armed Forces Officer Careers assembly</p> <p>-Gap Year Company assembly</p>	<p>-University & Apprenticeship Careers Fair (Old Trafford).</p> <p>- Macclesfield Pledge Employment Readiness programme (ERP)</p> <p>- Mock assessment centre day</p> <p>-CV workshop</p> <p>- Macclesfield Careers Fair (evening)</p> <p>-Cheshire & Warrington Apprenticeship & Employment Fair.</p> <p>- National Apprenticeship Week.</p> <p>- National Careers week.</p>