

<b>Date of last review:</b>	April 2024	<b>Review period:</b>	1 year
<b>Date of next review:</b>	April 2025	<b>Owner:</b>	Academy



## Secondary and Post 16 Provider Access Policy Statement

*Enabling a world of freedom, opportunity and fulfilment*

## History of Policy Changes

Date	Page	Change	Origin of Change
April 2024	All	New document template	Trust template issued
April 2024	All	Reviewed & Updated	Academy

## Aims

This policy statement aims to set out our Academy'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:

- Student entitlement
- Procedures for the management of provider access requests
- The opportunities for access
- Safeguarding procedures
- Details of premises or facilities to be provided to a person who is given access

The MLP Secondary and Post 16 Careers Guidance Policy sets out the statutory requirements for careers education and the careers guidance offered at each of our providers.

## Student entitlement

All students in Years 8 to 11 at this Academy are entitled to:

- Find out about academic and technical education qualifications including 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 through activities and events such as options/careers events, presentations, talks, workshops and taster events
- Understand how to make applications for the full range of academic and technical courses

## The management of provider access requests

A provider wishing to request access should contact:

Louisa Krzyzosiak, Careers Coordinator

Email: [l.krzyzosiak@trafalgar.wilts.sch.uk](mailto:l.krzyzosiak@trafalgar.wilts.sch.uk)

Phil Sutton, Assistant Headteacher, Careers Leader

Email: [p.sutton@trafalgar.wilts.sch.uk](mailto:p.sutton@trafalgar.wilts.sch.uk)

Telephone number: 01725 550300

## 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 speak to our careers leader to identify the most suitable opportunity for you.

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	PSHCE: Careers SoW – including ‘meet the employer’ activity	<b>National Careers Week</b> Virtual Careers event - online events giving students access to and guidance from employers and post-16 providers, including an overview of local, regional and national opportunities and skills requirement.	<b>Students in Business</b> - Visits to local businesses
YEAR 9	PSHCE: Careers SoW	<b>National Careers Week</b> Virtual Careers event - online events giving students access to and guidance from employers and post-16 providers, including an overview of local, regional and national opportunities and skills requirement. <b>KS4 options event</b>	<b>‘Meet the Employer’</b> activity (maybe in Spring term depending on availability)  <i>Legislation requires encounters to take place by 28 February if in year 9 – however we may hold additional events if the opportunity presents itself</i>
YEAR 10	<b>Post 16 technical education options assembly</b> (with ASK Apprenticeships)  Initial Intentions/Destinations survey completed  <b>Work Experience*</b>	<b>Apprenticeship Fair (2024)</b> <b>National Careers Week</b> Virtual Careers event - online events giving students access to and guidance from employers and post-16 providers, including an overview of local, regional and national opportunities and skills requirement.	<b>‘Work Experience in a Day’</b> (external provider/S&WECO.)  Academic/Technical/Vocational tasters at local college/s, training providers: <i>S6C/Sarum</i>  <b>Meeting with careers adviser</b> (Group)  PSHCE – Careers SoW

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 11	<p><b>Interview practice</b> with local employers</p> <p><b>Weekly Post-16 providers &amp; apprenticeships assemblies (x8)</b></p> <p>PSHCE: Careers SoW – including Post 16 applications</p> <p><b>Meetings with careers adviser (Individual)</b></p> <p><b>Intentions/Destinations survey completed</b></p> <p><b>Work Experience*</b></p>	<p><b>Weekly Post-16 providers &amp; apprenticeships assemblies (x6)</b></p> <p>Post-16 interviews</p> <p><b>National Careers Week</b></p> <p>Virtual Careers event - online events giving students access to and guidance from employers and post-16 providers, including an overview of local, regional and national opportunities and skills requirement.</p>	<p><b>Intentions/Destinations survey updated</b></p> <p><i>No encounters – legislation requires encounters to take place by 28 February if in year 11</i></p> <p>Confirmation of post-16 education and training destinations for all students</p>

\*Students complete Work Experiences during their CPD Days across KS4

## Safeguarding

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

## Premises and facilities

The Academy will make the hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The Academy will also make available audio visual and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the careers leader.

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 or copies of their prospectus or other relevant course literature which will be made available for access by students.

## Previous providers

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

- S6C
- Sarum Academy

- S6C Sports Academies
- BWGS
- SWGS
- Andover College
- Brockenhurst College
- Burgate School 6<sup>th</sup> Form
- Ringwood School 6<sup>th</sup> Form
- Wiltshire College
- Sparsholt College
- ASK Apprenticeships
- NCS – National Citizenship Service

### Student destinations

This data is for students who completed Key Stage 4 in 2021, which is the most recent data available.

Destination	% of students
Students staying in education or employment for at least 2 terms after Key Stage 4	96%
Students staying in education for at least 2 terms after Key Stage 4	87%
Further education college or other further education provider	48%
School sixth forms	30%
Sixth form colleges	8%
Other education destinations	1%
Students staying in apprenticeships for at least 6 months after Key Stage 4	5%
Students staying in employment for at least 2 terms after Key Stage 4	4%
Students not staying in education or employment for at least 2 terms after Key Stage 4	3%
Destination unknown	1%

This data is for students reaching the end of 16 to 18 study in 2021 and staying in education or employment for at least 2 terms after this. This is revised data published in February 2024.

<b>Destination</b>	<b>% of students</b>
Students staying in education	%
Students entering apprenticeships	%
Students entering employment	%
Students not in education or employment for at least two terms after study	%
Destination unknown	%

### Complaints

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

### Monitoring arrangements

The Academy's arrangements for managing the access of education and training providers to students is monitored by [Jonathan Curtis – Director of Education Secondary & Post 16](#)

This policy statement will be reviewed annually as part of the ongoing cycle of policy review. At every review, the policy will be approved by the Academy Governance Committee.