

## **Haileybury Turnford: Provider Access Policy**

### **Haileybury Turnford Provider Access Statement Introduction**

This policy statement sets out 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 of training offer. This complies with the school's legal obligation under Section 42B of the Education Act 1997. Pupils are called "students" locally at Haileybury Turnford.

### **Student entitlement**

All students in Years 7-13 are entitled:

- To find out about technical education qualification 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 options events, assemblies and group discussions and taster events;
- To 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 year 8 to 9 students and two encounters for year 10 to 11 students. For students in 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, as a minimum:

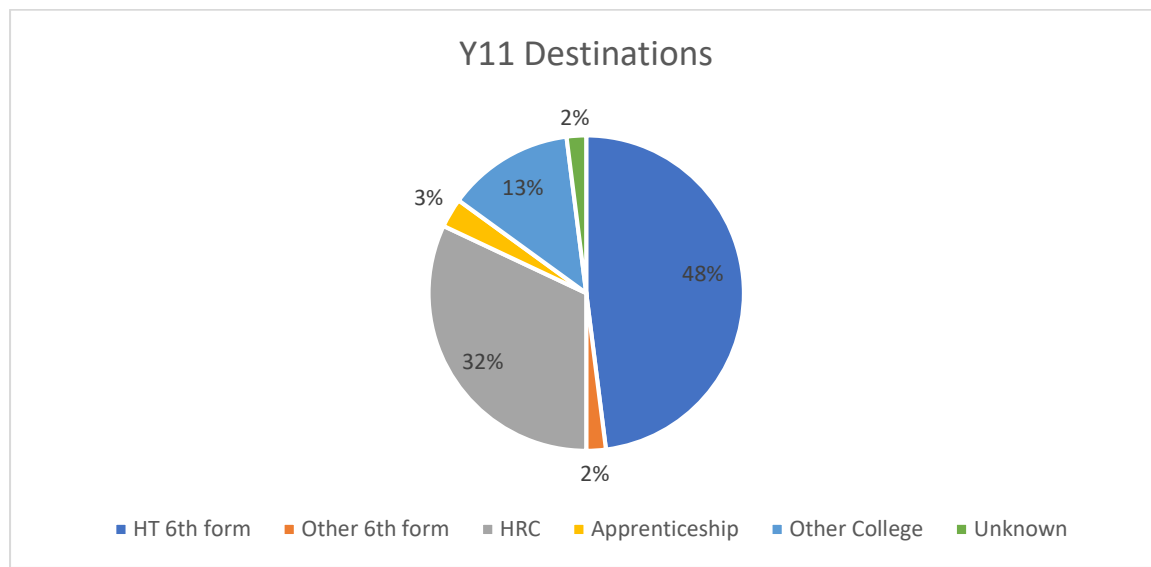
- Share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- Explain what career routes those options lead to
- Provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and students from the provider)
- Answer questions from students

### **Meaningful provider encounters**

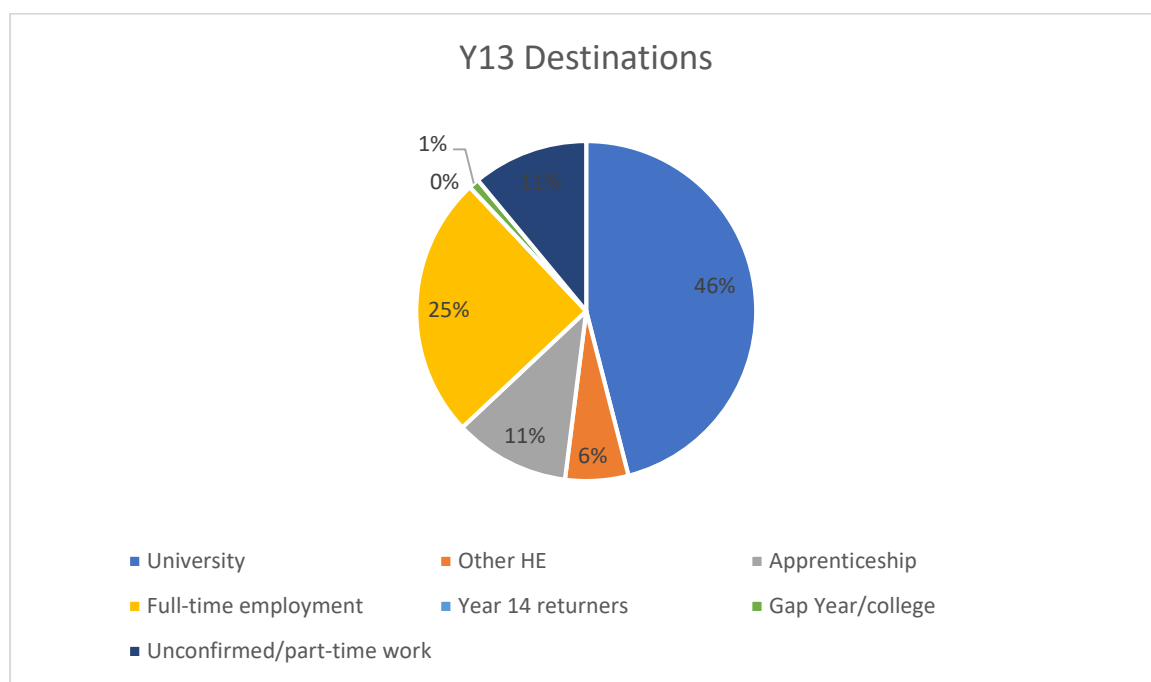
One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students using the [Making it meaningful checklist](#).

### Destinations of our students

Last year our Year 11 students moved to a range of providers in the local area after completing their Year 11 studies at HT:



Last year our Year 13 students moved to a range of providers in the local area after completing their Year 13 studies at HT:



### Management of Provider Access Requests Procedure

A provider wishing to request access should contact Mr E. Macaulay, Careers Leader, Telephone: 01992 308 333; Email: [macaulaye@haileyburyturnford.com](mailto:macaulaye@haileyburyturnford.com)

### Opportunities for Access

Haileybury Turnford offers the six provider encounters required by law and a number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers.

All year groups have Careers Education, Information & Guidance (CEIAG) in Personal & Social Development (PSD) lessons across the year and in weekly careers form times. Careers is also covered in all subjects within the curriculum.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

	Autumn Term	Spring Term	Summer Term
<b>Year 7</b>	Introduction to careers through form time activities and explore LMI information.  Employability skills and guest speakers	Visiting speakers to discuss careers & career choices and progressions.  Tesco – love of food careers day.	Careers Enrichment activities including STEM activities. Enterprise project/challenge and personal finance sessions.
<b>Year 8</b>	Enterprise project and explore LMI information  Natwest – Personal Finance day.	Visiting speakers to discuss careers & University of Hertfordshire Pathfinder Day.  Oracy challenge. Careers trip to Stansted.	Careers Enrichment activities including University of Hertfordshire Outreach activities and STEM activities.
<b>Year 9</b>	Employability skills development through careers form times and explore LMI information.  Information regarding apprenticeships, T Levels, Further Education  Brilliant Club: Scholars Programme with Oxbridge visit	Visiting speakers to discuss careers & Options Evening and support in form times.	Careers Enrichment activities including University of Hertfordshire Outreach activities and STEM activities.
<b>Year 10</b>	Employability skills development through careers form times and explore LMI information.	Visiting speakers to discuss careers & Preparation for Work Shadowing.	Careers Day, Work Shadowing, Sixth form and College talks and STEM activities. Mock interviews with JCP

<b>Year 11</b>	Exploring opportunities and ideas for future progression, career guidance interviews and explore LMI information. Revisit information on Apprenticeships, T Levels and Further Education.	Visiting speakers to discuss careers, career guidance interviews and progression interviews.  CV guidance, mock interviews with ASK	Sixth form experience, guidance with next steps.
<b>Year 12</b>	Employability skills development through form times, sixth form PSD programme and explore LMI information. Visiting speakers to discuss careers.	Career guidance interviews and work shadowing preparation.	Work shadowing and futures week.  Mock Assessments with ASK.
<b>Year 13</b>	Application support and follow up guidance interviews. Careers fair.	Visiting speakers to discuss careers  University of Herts finance support	Guidance with next steps.

### Premises and Facilities

The school will make the main hall, library, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available 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 Careers Resource Centre, which is managed by the school librarian. The Careers Resource Centre is available to all students at lunch and break times.

### Approval and Review

Approved by Governors' Education Committee on 8/2/24

Next Review: February 2025

Signed: R Newman (Principal) and L Pugsley (Vice Chair of Governors & Chair of Education Committee)

*Document collated by Mr E Macaulay, Assistant Principal & Careers Leader*