

Keyham Lodge School: Provider Access Policy

This policy statement sets out the school's 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.

Safeguarding/Granting access:

The safety of our students and staff is paramount so checking visitor's identity and their suitability is stringently done. Our safeguarding policy can be found here [Keyham Lodge - Policies \(keyhamlodeschool.co.uk\)](https://keyhamlodeschool.co.uk) and sets out our expectations. Anyone entering the school will be expected to adhere to it at all times.

Pupil entitlement

All pupils in years 8 to 11 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;
- 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 pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for year 8 to 9 pupils and two encounters for year 10 to 11 pupils.

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 pupils from the provider)
- answer questions from pupils.

Meaningful provider encounters

One encounter is defined as one meeting/session between pupils and one provider.

Destinations of our pupils

Last year our year 11 pupils moved to range of providers in the local area after school: Please click on this link to take you to our Destinations webpage [Keyham Lodge - Destinations \(keyhamlodeschool.co.uk\)](https://keyhamlodeschool.co.uk)

Management of provider access requests

A provider wishing to request access should contact Sarie-Marais Crowcroft, Careers Lead, Scrowcroft@Keyham.discoverytrust.org or 0116 241 6852

Opportunities for access

The school offers the four 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 pupils or their parents or carers. Please speak to our Careers Leader to identify the most suitable opportunity for you.

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, 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 pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Office, which is managed by the Careers Leader and SLT. The Careers office is available to all pupils throughout the day.

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure

Approval and review

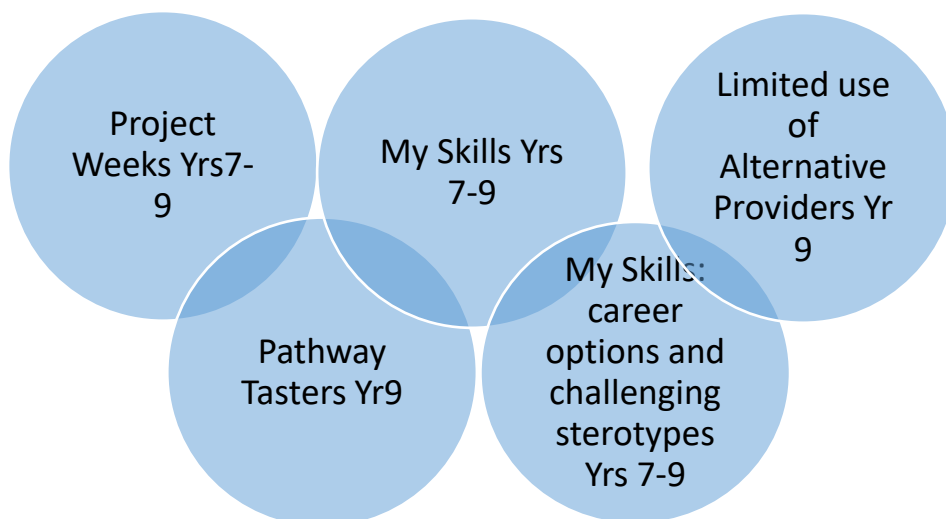
Approved [awaiting ratification] by Governors at Curriculum and Standards

Next review: [January 2025]

Signed: V. Edwards

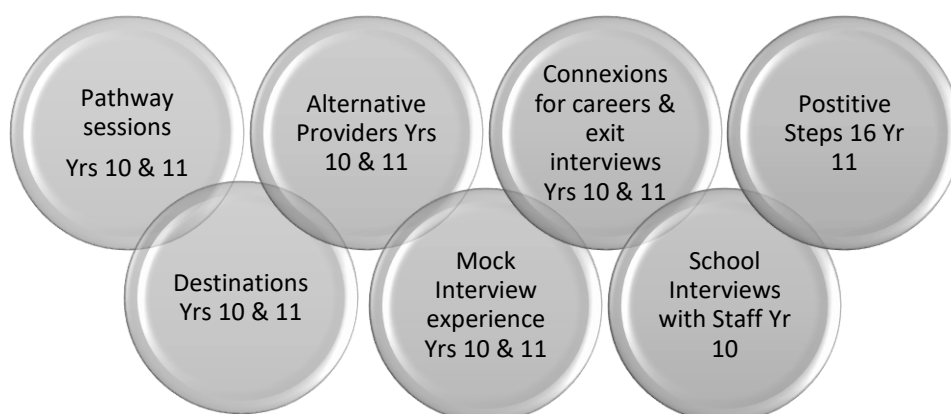
James Brown: Chair of Governors

Victoria Edwards: Head teacher



Keystage 3

From the start, Keyham students are able to access a curriculum that has been created to enhance their learning both in and out of the classroom, with their life post Keyham in mind. These can involve outside involvement and certain sections of the curriculum can be adapted to create long term collaborations.



Keystage 4

Above are some of the ways we engage our students to prepare them for life post 16. These can be a way for outside providers to continue their working relationship with Keyham students or start to create one as our students need a much longer transition period.