



IWYS

Provider Access Policy Statement

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1. Aims

This policy statement aims to set out our provision’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 provision 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

IWYS Alternative Provision will invite industry specialist to give talks to our students. IWYS will create opportunities for local career visits.

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.

3. Student entitlement

All students in years 8 to 13 at IWYS Alternative Provision 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 activities and events such as options events, visits 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 Charmaine Baines, Proprietor

Telephone: 07341 214173

Email: charmaine@iwys.co.uk or infor@iwys.co.uk

4.2 Opportunities for access

Several events, integrated into our careers programme, will offer providers an opportunity to come into our provision to speak to students and/or their parents/carers:

We've provided some examples:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Employability opportunities and exploration – Tutor sessions	Employer event for pupils, parents, giving overview of local, regional and national opportunities and skills requirement	Careers workshop Technical/vocational tasters at local college/s, training providers
YEAR 9	Tutor group opportunities - employability skills Meeting with careers adviser	Key Stage 4 options event	No encounters – encounters must have taken place by 28 February
YEAR 10	Post-16 technical education options events Life Skills – work experience preparation sessions Tutor group opportunities - employability skills	Networking event with providers and employers Technical/vocational tasters at local college/s, training providers	Work experience preparation sessions Work experience visits where possible
YEAR 11	Post 16 apprenticeships tutor group Meetings with careers adviser Post-16 applications	Post-16 interviews Apprenticeships – support with applications	No encounters – encounters must have taken place by 28 February Confirmation of post-16 education and training destinations for all pupils

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

These events will run in line with any measures related to public health incidents.

4.3 Granting and refusing access

Access will be subject to suitability.

- details of timetabled careers lessons
- Career events that providers may attend.

4.4 Safeguarding

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

Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

- Facilities will be available to enable providers to access students, e.g. rooms, specialist equipment such as audio and visual devices
- Processes for organising and agreeing which facilities can be used will be in place
- Providers can leave prospectuses or other material for students to read
- Any measures related to public health incidents, including COVID-19

5. Previous providers

In previous year the following providers from the local area have spoken to our pupils:

EX Police crime squad, Mr. T Barber, and Hairdressers, BBC Midlands Today, BBC Young reporters, Port Vale Football Club, Josiah Wedgwood Museum, Staffordshire University

6. Pupil destinations

Last year, our year 11 pupils moved to a range of providers in the local area after attending our provision.

- Stoke 6th Form College
- Equality Training

7. Complaints

Any complaints related to provider access can be raised following IWYS Alternative Provision complaints procedure [IWYS-Complaints-Policy.pdf](#) or directly with the Head of Provision via charmaine@iwys.co.uk

8. Links to other policies

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy

9. Monitoring arrangements

The provision's arrangements for managing the access of education and training providers to students are monitored by Charmaine Baines – Proprietor.

This policy will be reviewed by Charmaine Baines – Proprietor, annually.