



**Cabot**  
Learning  
Federation

**TEWKESBURY**  
ACADEMY



# Provider Access Policy

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## 1 Introduction

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.

Tewkesbury Academy and the Cabot Learning Federation is committed to providing all students with information about the full range of learning and training pathways that are available to them. This includes a range of colleges, Universities, and other post 16 providers. We also welcome providers that offer other routes such as apprenticeships and T levels.

## 2 Student Entitlement

All students in years 8 – 13 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.
- In accordance with the provider access legislation set out from January 2023 all our academies with students in years 8-13 will provide the following interactions as a part of their CEIAG (Careers Education, Information Advice and Guidance) offer.
- By the end of year 9 all students will attend at least two encounters delivered by different providers. This will be offered during the academy day.
- By the end of year 11 all students will attend at least two encounters delivered by different providers. This will be offered during the academy day.
- Those attending any CLF provision offering post 16 education will be offered two additional encounters. Unlike the previous four encounters participation will be optional.

**For students at compulsory school age these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (year 8 to 9) and two encounters for students during the 'second key phase' (year 10 to 11).**

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 students from the provider)
- Answer questions from students.

## 3 Meaningful Provider Encounters

One encounter is defined as one meeting/session between students and one provider which will be delivered to the entire year group. Providers must also facilitate a question-and-answer component.

We are committed to providing meaningful encounters to all students using the Making it meaningful checklist.

Meaningful online engagement is also an option, and we are open to providers who can provide live online engagement with our students.

#### **4 Destinations of our Students**

2022 school leavers: Last year our year 11 students moved to range of providers in the local area after school:

Data provided by Gloucestershire Local Authority [HERE](#)

#### **5 Management of Provider Access Requests**

##### **Procedure**

If you wish to request access to present at Tewkesbury Academy please contact Sarah Baird, Careers Lead ([sarah.baird@clf.uk](mailto:sarah.baird@clf.uk)).

If you wish to request access to multiple academies in the Cabot Learning Federation you should contact Craig Jordan ([craig.jordan@clf.uk](mailto:craig.jordan@clf.uk)).

Contact should be made as far in advance as possible and at least a minimum of two calendar months ahead of any dates that an academy is being asked to consider.

The academy plans a number of events, integrated into the school careers programme that will offer providers an opportunity to come into school to speak to students and/or their parents/carers. Details of that programme can be found on each of the academy websites, or by contacting the Careers Lead at the academy.

On deciding which requests can be accepted the academy will consider:

- Whether the request is suitable for the targeted cohort of students
- Whether the request can be incorporated into plans already in place to support students, such as careers assemblies and raising aspirations conferences
- Whether the requestor has already had access to the relevant cohort of students
- Any existing activities, trips, or visits (to or from the academy)
- Whether any disruption will be caused to the curriculum or to examinations or examination preparations
- Staff availability
- Appropriate facilities available

Where a request cannot be accommodated, the academy will set out the reasons for this decision. If the request is deemed suitable but not practical due to timing, the academy will work with the provider to identify the next opportunity to accommodate the request.

## 6 Opportunities for Access

Tewkesbury Academy offers a minimum of four provider encounters per year required by law 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 students or their parents or carers.

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

We are in discussions with providers for 2022/23 but please make contact with The Careers Lead at Tewkesbury Academy as we will be planning our assembly rota for academic year 2023/24 in the July 2023.

	Autumn Term	Spring Term	Summer Term
Year 7	Assembly time 8.40am - 9.00am Wednesdays	Assembly time 8.40am - 9.00am Wednesdays	Assembly time 8.40am - 9.00am Wednesdays
Year 8	Assembly time 8.40am - 9.00am Thursdays	Assembly time 8.40am - 9.00am Thursdays	Assembly time 8.40am - 9.00am Thursdays
Year 9	Assembly time 8.40am - 9.00am Fridays	Assembly time 8.40am - 9.00am Fridays	Assembly time 8.40am - 9.00am Fridays
Year 10	Assembly time 8.40am - 9.00am Tuesdays	Assembly time 8.40am - 9.00am Tuesdays	Assembly time 8.40am - 9.00am Tuesdays
Year 11	Assembly time 8.40am - 9.00am Monday	Assembly time 8.40am - 9.00am Monday	Limited availability due to examination period
Year 12	Futures Session 12.00pm - 12.55pm Fridays	Futures Session 12.00pm - 12.55pm Fridays	Futures Session 12.00pm - 12.55pm Fridays
Year 13	Futures Session 11.05am - 12.00pm Mondays	Futures Session 11.05am - 12.00pm Mondays	Limited availability due to examination period

## 7 Premises and Facilities

Tewkesbury Academy will make the Gym, Sports Hall, Sixth Form Centre, classrooms, or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. Tewkesbury 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 Lead.

Meaningful online engagement is also an option, and we are open to providers who are able to provide live online engagement for our students.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at main reception where the resources will be made available in the Careers Library which is situated in the main Library. The Library is available to all students before school, break, lunch time and after school.

## 8 Complaints

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via

[provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)