

Broadwater School

Provider Access Policy Statement

Introduction

The school has legal obligations under Section 42B of the Education Act 1997 to make arrangements for managing the access of providers to pupils at the school, for the purpose of giving them information about the provider's education or training offer.

Pupil entitlement

Pupil entitlement – All pupils in Y8-11 are entitled:

- To find out about technical education qualifications 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, 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 pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils 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 pupils from the provider)
- answer questions from pupils

Previous providers

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

- Godalming College
- Activate Learning (Guildford College, Merrist Wood and Farnham College)
- ALPS (Alternative Learning Providers Surrey)

Destinations of our pupils

Last year our year 11 pupils moved to range of providers:

- Godalming College
- Guildford College
- Merrist Wood College
- Academy of Contemporary Music Guildford

Management of Provider Access requests Procedure

A provider wishing to request access and for whom there may be procedural requirements should contact Sonya Turpin on sturpin@broadwater.surrey.sch.uk or 01483 5202622.

Premises and facilities

The school will make the main hall, sports hall, dance studio, fully equipped classrooms and conferencing facilities (with interactive smartboard technology) and private meeting rooms available for discussions between the provider and the students) 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 Lead or a member of the team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at our main reception and with our main contact.

All students have email access, and we are willing to send opportunities to targeted students.

Opportunities for access

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parent/carers.

- Year 9 and 10 careers talks
- Federation careers fair at Godalming College
- Parent evenings with college providers present
- 1:1 career appointment with a independent, fully qualified careers advisor
- Post 16 Options event
- Access to a fully stocked careers library
- Work Experience in Year 10

- CV and Employability Workshops lead by those in industry.
- Speakers for Schools talks and work experience opportunities
- As well as a range of bespoke assemblies and careers presentations
- Apprenticeship workshops presented by ALPS
- Y11 mock interviews
- Staff briefings
- Guest speaker assemblies

We are particularly keen to provide the highest quality work experience and internship opportunities to our students and this is an area of great need. Please speak to our Careers Leader to identify the most suitable opportunity for you to support our school.

We have focused opportunities targeted at High Achieving and Disadvantaged students with bespoke programmes which you may also wish to consider supporting.

Safeguarding

All visitors to the school should refer to the [Broadwater School Safeguarding Policy](#) for guidance on safeguarding practices applicable to granting/refusing visitor access which have been put into place to ensure that our students are safe.

What are the rules for granting and refusing access requests?

We will grant access requests that meet the following criteria:

- DBS checked
- Those without DBS must be accompanied by a member of staff at all times
- All visitors must have read and understood the school's safeguarding policy.
- The request supports the programme of planned careers education and guidance for the targeted pupil ground and the focus appropriateness of proposed content;
- The timing of the request can be included in the schedule of events for other careers events, assemblies, visits by other providers and employers;
- The timings of the requests in relation to mock exams, final exams and moderation days, and other events already scheduled annually;
- Whether this is a return visit to the academy by the provider and the overall quality and impact of previous visits had of groups of pupils;
- Availability of school staff to support the visit
- The availability and appropriateness of the academy accommodation to meet the needs of the request

If a request cannot be accommodated by the school, the school will contact the provider and explain reasons why and seek solution to allow appropriate access.

Complaints

Any complaints with regards to provider access can be raised following the school complaints procedure, available via the school website, or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Approval and review: March 2025
Next review: March 2026

Provider Access Policy Student Map

	Autumn Term	Spring Term	Summer Term
Year 8	Y8/9 assembly from Godalming College, Guildford College, Merrist Wood and Farnham College	Y8 parent evening with college and University present to talk to students and parents about courses and apprenticeships available. BW careers fair	Speakers for School employability talk.
Year 9	Y8/9 assembly from Godalming College, Guildford College, Merrist Wood and Farnham College Post 16 careers lesson with independent careers advisor looking at options and next steps	KS4 Options Evening Presentation from Godalming College and Guildford College. ALPS present to discuss the Apprenticeship offer and process. Independent careers advisor available for students and parents to speak to. BW careers fair Careers talks – 2 talks per student	<i>No encounters – legislation required encounters to take place by 28 February if in Y9</i>
Year 10	Post 16 Apprenticeships assembly delivered by Sue Taylor from ALPS. Followed up by a drop in lunchtime workshop to support with further questions or help with applying for an apprenticeship.	Life skills covered in PSHE careers lessons Careers talks – 2 talks per student Y10 Careers Fair – Godalming Federation	1:1 meeting with careers advisor Y10 Work Experience
Year 11	1:1 meeting with careers advisor Post 16 Apprenticeships assembly delivered by Sue Taylor from ALPS. Followed up by a drop in lunchtime workshop to support with further questions or help with applying for an apprenticeship. Mock Interviews	1:1 meeting with careers advisor	<i>No encounters – legislation required encounters to take place by 28 February if in Y11</i> Confirmation of post-16 education and raining destinations for all students