



Alt Bridge School and Post 16 Policy statement on provider access November 2024

Review Cycle	Annual / 2 years / 3 years / Fixed / Set by LA	
Owned By	Head Teacher	
Document History / Action	Who	Date
	Mrs N Menagh	November 2024
	Orla McDaid	November 2024
	John Reynolds	November 2024
	Margaret Eccleston	November 2024

Alt Bridge School and Post 16 Provider Access

Policy 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.

Pupil entitlement

All pupils in years 8 to 13 are entitled:

- 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;
- Hear from a range of local providers about the opportunities they offer, including technical education, apprenticeships and supported internships– 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.
- Have access to one-one meetings with a careers advisor.
- Our school must ensure that pupils in Years 7 to 13 are provided with independent careers guidance. (Year 7 and 8 pupils can access career advice when they need.
- We provide a one-one meeting for pupils in year 9-13 one per year). If pupils need extra career guidance they always have access.
- Every pupil should have at least 1 personal guidance interview by the age of 16 (with someone appropriately qualified to give guidance)

From year 8-13 pupils have at least 6 encounters with employers. 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). For pupils in the ‘third key phase’ (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 pupils to attend.

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) Providers do questions and answer sessions with pupils.

Meaningful provider encounters

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

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

Previous providers

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

Careers Fair which is attended by students their families, guardians and carers.

Involving providers from the

- Further Education Sector including Knowsley Community College, St Helens College, Myerscough College, Hugh Baird College, Riverside College, Greenbank College, City of Liverpool College and Carmel College
- Higher Education Sector Liverpool Hope University, Hugh Baird University Centre
- Training Providers including The Learning Foundry, St Helens Chamber, Your Voice Your Choice, KCC Supported Internships, Lifetime Training, Activate.
- Support and Advice services from ASK Apprenticeships, Knowsley Works, DWP Advisors. Autism Initiatives.
- Pathway to work programme- Strawberry fields.

The following organisations have given talks and workshops on a variety of opportunities including

Knowsley Community College
KCC Supported Internships
Career Connect
Hugh Baird College
Strawberry Field
VR headset- Virtual work experience
Meet the employee programme.

Destinations of our pupils

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

Year 11 2024 Leavers
Alt Bridge Post 16
City of Liverpool College
Hugh Baird College
Knowsley Community College
Myerscough College
Activate
St Helens College
Warrington and Vale
Carmel college
Southport college

Last year our year 13 pupils moved to range of providers in the local area :

Year 13 Leavers 2024
Activate
Carmel College Foundation Learning
KCC supported learning
Knowsley Community College
Greenbank college
St Helen's College
St Helens College Supported Learning
Strawberry Field Steps into Work
Hugh Baird college
City of Liverpool college

Management of provider access requests

Procedure

A provider wishing to request access should contact Paula Beasley, Careers Lead, email orla.mcdaid@altbridgeschool.com telephone 0151 477 8310

Opportunities for access

The school offers the six provider encounters required by law (marked in bold text in the table below) 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/guardians and carers.

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

	Autumn Term	Spring Term	Summer Term
Year 8	Careers Fair with a wide range of providers providing information about a wide range of technical education opportunities.	Opportunity to have a Careers Chat and receive up to date LMI information	Virtual work experience headsets.
Year 9	Meeting with a qualified careers adviser Careers Fair with a wide range of providers providing information about a wide range of technical education opportunities.	KS4 options event – Knowsley Community College attends to speak to students, parents, carers and guardians about technical education options.	<i>Virtual work experience.</i> Visits with employers across the curriculum. Speak and Win workshop.

Year 10	Careers fair. Virtual Work Experience using VR headsets.	Speed Meet the Employer Event involving a wide range of employers talking about their job role and the pathways they took.	Meeting with a qualified Careers Advisor. Livv Housing working with Construction Students and visiting construction sites and learning about different job roles and apprenticeship opportunities.
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Year 11	EHCP reviews discussion about next steps with support of careers advisor around transition and applications.	World of Work Day involving a wide range of providers including DWP, Career Connect Careers and Enterprise Company and LIVV housing. KCC- Assembly. Meetings with careers advisor for support with Post 16 applications.	<i>Transition for next steps attending new college.</i>
	Autumn Term	Spring Term	Summer Term

<p>Year 13</p>	<p>Meeting with a Qualified Careers Advisor.</p> <p>Meet the employee programme</p>	<p>Participate in the Meet the Employer sessions involving visits to Employers including QVC.</p> <p>Business talk from hotel manager.</p>	<p>Visit to Strawberry Fields to gain an insight into the Steps into Work Programme.</p> <p>Shakespeare North employability workshop.</p>
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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 to be included in the Student and Staff Libraries which is managed by the school librarian also in the Careers Office. The student Library is open every lunchtime for KS4 and Post 16, and for KS3 Monday, Wednesday and Friday. It is also open every Form time in the morning.

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

Approval and review

Approved *[date]* by Governors at Curriculum and Standards

Committee Next review: *[date]*

Signed: *[name]* Chair of Governors *[name]* Head teacher