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# SAWSTON VILLAGE COLLEGE

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## POLICY STATEMENT ON PROVIDER ACCESS

THIS POLICY WAS APPROVED:	
THIS POLICY WILL BE REVIEWED:	SPRING 2025
MEMBER OF STAFF WITH RESPONSIBILITY FOR REVIEW:	DAN BURGESS

# Sawston Village College

## Policy Statement on Provider Access



### 1. Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the providers' education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

### 2. Pupil Entitlement

All pupils in years 8 - 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 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/or apprenticeships that the provider offers
- explain what careers routes those options could lead to
- provide insights into what it might be like to learn or train with that provider
- answer questions from pupils.

### 3. 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.

#### **4. Previous Providers**

In previous terms/years the following providers are amongst those from the local area who have been invited in to speak to our pupils:

The Oakes College  
Cambridge Regional College  
College of West Anglia  
Cambridge Academy of Science and Technology  
Long Road Sixth Form College  
Hills Road Sixth Form College  
Parkside Sixth Form  
Impington International College  
Comberton Sixth Form  
Saffron Walden County High Sixth Form  
Bishop Laney Sixth Form  
Chesterton Sixth Form  
Anglia Ruskin University  
St Catharine's College – Cambridge University  
University of Hertfordshire  
The Police (Apprenticeships)  
The NHS (Apprenticeships and vocational qualifications)  
The Army (Apprenticeships)  
TWI: The Welding Institute (Apprenticeships)  
Morgan Sindall (Apprenticeships)

#### **5. Destinations of our pupils**

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

The Oakes College  
Hills Road Sixth Form College  
Long Road Sixth Form College  
Cambridge Regional College  
The College of West Anglia  
Comberton Sixth Form  
Parkside Sixth Form  
Cambridge Academy of Science and Technology  
Saffron Walden County High

In year 9 in previous years a small number of pupils have also moved to Cambridge Academy of Science and Technology to start their year 9-11 programme.

## 6. Management of provider access requests

### Procedure

A provider wishing to request access should contact Daniel Burgess, Assistant Principal and Careers Leader; Telephone: 01223 712617; Email: [dburgess@sawstonvc.org](mailto:dburgess@sawstonvc.org).

Any provider wishing to request access to pupils at the College should make the request at least 6 weeks in advance of the access opportunity. All requests will be considered on the basis of: the College's safeguarding obligations; staffing availability to support the activity; clashes with other planned activity; trips or visits; interruption to preparation for examinations or rooming and space availability to host the activity.

### Opportunities for access

The school offers at least the four provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers.

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

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
Yr 8	CEIAG Assemblies	CEIAG Assemblies What's My Line Careers event (multiple guests including apprenticeship providers) <b>Vocational Courses and Apprenticeship Assembly (College of West Anglia)</b>	Mentor Group opportunities
Yr 9	CEIAG Assemblies	Year 9 Options process and assemblies <a href="https://sawstonvc.org/curriculum/year-9-options-process/">https://sawstonvc.org/curriculum/year-9-options-process/</a> <b>Apprenticeship and Local Labour Market session (Form the Future and apprenticeship providers)</b> Eyes on the Prize visit to Anglia Ruskin or virtual tour and presentations.	Mentor Group opportunities  The Enterprise Day
Yr 10	Year 10 Information Evening	Work Experience assemblies	Work Experience assemblies

		<b>T Level Extended Assembly (Cambridge Regional College)</b>	Work Experience Fortnight <a href="https://sawstonvc.org/about-us/work-experience/">https://sawstonvc.org/about-us/work-experience/</a>
Yr 11	CEIAG Assemblies Post-16 Information Evening <b>Year 11 Conference Day for CEIAG including sessions on apprenticeships and vocational courses.</b> <b>Apprenticeships Session: (The Police and NHS)</b>	<b>The Careers Fair: Multiple employers and providers invited including apprenticeship providers.</b> The Higher Education Event The Interview Day	

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

## 7. 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 providers' presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre in the Library, which is managed by the school librarian. The Resource Centre is available to all pupils at lunch and break times.

***Policy approved by the Local Governing Body on 31/01/23***

***Review: SPRING 2025***