



The Judd School

Careers and Higher Education Provider Access Policy Statement

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1. Aims

This policy statement aims to set out our school'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 school 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

The school will be arranging events which comply with the statutory requirements as detailed in the table at 4.2 below.

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.

Meaningful live online engagement is also an option at our school.

3. Student entitlement

All students in years 8 to 13 at The Judd school 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, assemblies 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 our Careers & Higher Education Advisers, Catherine Swindin and Linda Yue:

Telephone: 01732 770880 ext. 2005

Email: careers@judd.kent.sch.uk

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

	Autumn term	Spring term	Summer term
Year 8	<p>Form time activities</p> <p>In house 'Futures Fair' attended by Higher and Further Education and Apprenticeship Providers</p>	<p>Form time activities</p> <p>National Careers Week and National Apprenticeship Week information</p>	<p>Form time activities</p> <p>CCF Introduction Day, activities and opportunities to learn about careers and qualifications offered by the Armed forces</p>
Year 9	<p>Form time activities</p> <p>Focus on matching self to opportunities and routes to world of work</p> <p>Enterprise Day - employability and business skills</p>	<p>Form time activities</p> <p>National Careers Week and National Apprenticeship Week information</p>	<p>No encounters - encounters must have taken place by 28 February</p>
Year 10	<p>Form time opportunities - employability skills</p> <p>In-house 'Futures Fair' attended by Higher and Further Education and Apprenticeship Providers</p>	<p>National Careers Week and National Apprenticeship Week focus</p>	<p>Two day World of Work Event - to include employer and provider workshops</p>
Year 11	<p>Information shared on local Post-16 provider open evenings</p> <p>Post-16 technical pathways and apprenticeships assemblies</p> <p>Post-16 evening</p> <p>Meetings with careers adviser</p> <p>Post-16 applications</p>	<p>Apprenticeships – support with applications</p> <p>National Careers Week and National Apprenticeship Week information</p>	<p>No encounters –encounters must have taken place by 28 February</p> <p>Confirmation of post-16 education and training destinations for all pupils</p>
Year 12	<p>Assemblies - Fridays 9am</p> <p>Form time activities</p> <p>Speakers from different professions and occupations</p> <p>Focus on post year 13 preparation - HE and Apprenticeships.</p>	<p>Meetings with careers adviser</p> <p>Post-18 assembly - apprenticeships</p> <p>Speakers from different professions and occupations</p> <p>Apprenticeship awareness</p>	<p>Higher education (HE) fair</p> <p>Assemblies - Fridays 9am</p> <p>Form time activities</p> <p>Speakers from different professions and occupations</p> <p>Interview skills</p>

Year 13	Continued employability skills development. In-house 'Futures Fair' attended by Higher and Further Education and Apprenticeship Providers	Personal Statements and Higher Education applications National Careers Week and National Apprenticeship Week information Assemblies - 9am Fridays CV preparation Opportunity to attend the Maidstone Apprenticeship Fair	Practice interviews Employability Skills Awareness of labour market information and opportunities in the world of work and the future Work experience week.
	Post-18 talks – with higher and degree apprenticeship providers Workshops – HE and higher apprenticeship applications Assemblies - Fridays 9am Form time activities Speakers from different professions and occupations Personal statement support University and apprenticeship application support	Meetings with careers adviser if required Small group opportunities - employability skills Assemblies - Fridays 9am Form time activities Speakers from different professions and occupations National Careers Week and National Apprenticeship Week information Opportunity to attend the Maidstone Apprenticeship Fair	No encounters –encounters must have taken place by 28 February Confirmation of post-18 education and training destinations for all pupils

Please speak to our Careers and Higher Education Advisers to identify the most suitable opportunity for you. These events will run in line with any measures related to public health incidents, including COVID-19.

4.3 Granting and refusing access

Access will be granted when the opportunities are considered of benefit to the students and appropriate and timely to the students' development. To arrange access contact our Careers and Higher Education Advisers, Catherine Swindin or Linda Yue.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the school'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

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. Virtual access is also easily available preferably using Google Meet as a platform for these presentations and meetings. Other

platforms will be considered. This will all be discussed and agreed in advance of the visit/presentation with the Careers and Higher Education Adviser.

5. Previous providers

Previously we have invited 2 providers of information on technical pathways from the local area to speak to our pupils.

6. Pupil destinations

The most recent statistics we have show that 98% of our year 11 pupils stayed in education, 95% chose Sixth Forms, 2% moved to Further Education Providers and 1% chose another education provider. Last year, 223 year 13 pupils went on to university, 1 in the local area.

7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure <https://www.judd.online/policies> or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk.

8. Links to other policies

- Safeguarding/child protection policy
- Careers guidance programme
- Curriculum policy
- Teaching and learning policy

9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Hannah Jayne, Assistant Head PSHE, Careers Lead. This policy will be reviewed by Hannah Jayne, Assistant Head PSHE, Careers Lead annually. At every review, the policy will be approved by the governing board.