



## **POLICY No C9b**

### **Reading School Education and Training Provider Access Policy**

#### **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 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 8-11 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.
- 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). 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)
- answer questions from 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.

## Destination of our Students

During the school years ending 2020-2022, over 92.5% of our Year 11 students have gone on to the Reading School 6<sup>th</sup> form, with all others joining other 6<sup>th</sup> forms.

During the school years ending 2020-2023 over 87.4% of Year 13 students have gone straight to university, with 1.1% starting apprenticeships and the remainder taking a gap year.

Of the 23 students who did not go to university in their first year post-school, 10 turned down places at university either to explore a different route or because they decided not to take their offered place to explore improved options, as they outperformed expectation. This means a further 5.5% had places at university but are looking at improving their placements.

## Management of provider access requests

### Procedure:

A provider wishing to request access should contact the school Careers Adviser:

Jasbir Chhokar,  
Tel: 0118 9015600  
Email: [careers@reading-school.co.uk](mailto:careers@reading-school.co.uk)

## Opportunities for Access

The school offers the six provider encounters required by law (in **bold** below). and other 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 or carers.

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

	Michaelmas	Spring	Summer
8		<b>Careers Convention (biennial)</b> <b>Workplace skills and Apprenticeship Opportunities Assembly</b>	Options Evening
9	Inspire lectures	Inspire lectures <b>Careers Convention(biennial)</b>	
10	Inspire lectures	Inspire lectures <b>Careers Convention (biennial)</b> <b>Workplace skills and Apprenticeship Opportunities Assembly</b>	

11	Inspire lectures  121 Careers Guidance	Inspire lectures  <b>Careers Convention (biennial)</b>  Work placement visit	
12	Inspire lectures	Inspire lectures  <b>Careers Convention (biennial)</b>	Work Experience
13	Inspire lectures	Inspire lectures  <b>Careers Convention (biennial)</b>	

### **Premises and facilities**

- The school will make the school 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 wherever possible.
- This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team. All IT requests will be processed in accordance with the School's IT policy and will be agreed through the IT department staff
- Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Learning Resource Centre, in the Careers Section which is managed by the school librarian. The Resource Centre is available to all students at lunch and break times. Please address all Careers Information to Mrs Karen Wray, Careers Adviser

### **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)

### **Approval and Review**

*Approved by the Curriculum and Standards Committee: 4<sup>h</sup> March 2024*  
*Next Review: March 2025*