



<b>Policy name</b>	<i>Provider Access Policy</i>
<b>Author(s):</b>	<i>Marina Bowden</i>
<b>Owner:</b>	<i>Marina Bowden</i>
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<b>Version</b>	<b>Date</b>	<b>Control reason</b>
<i>Version 1</i>	<i>2023</i>	<i>Updated to comply with section 42, 42B &amp; 45 of the Education Act 1997 and the Skills and Post-16 Education Act 2022.</i>

<b>Linked to other policies</b>	<b>Owner</b>
Visitors and Visiting Speakers	LBA / ABA
Safeguarding Policy	Andy Bailey
Service level agreement	John Morrison



## Introduction

This policy sets out Aquinas College's arrangements for managing the access of education and training providers (included as 'provider' in this document) to the college for the purpose of giving students information about their education or training offer. This complies with Aquinas College's legal obligations under Section 42, 42B and 45 of the Education Act 1997: Updated by the Skills and Post-16 Education Act 2022.

### 1. Student entitlement.

**The Skills and Post-16 Education Act 2022 states that provider encounters are mandatory for students of compulsory school age. All students will be given the opportunity to attend a minimum of two provider encounters during year 12 & 13.**

All Students in years 8 to 13 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, group discussions and taster events;*
- *to understand how to make applications for the full range of academic and technical courses.*



## 2. Management of provider access requests

Provider encounters will usually be scheduled during the main college hours, however there may be occasions that an event will be scheduled outside usual college hours. This is to help ensure that all students and parents / carers (where appropriate) have an opportunity to attend a provider encounter. During encounters, the provider will be given a reasonable amount of time to, as a minimum:

- share information about the provider and any approved technical education qualification / 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 students from the provider)
- answer questions from students.

### 2.1 Granting and Refusing Access

**Access to our students will be granted where it can be agreed that the provider matches the needs of Aquinas College's students and we are able to accommodate the request (in terms of scheduling and space).**

A provider wishing to request access to Aquinas College should contact:

**Name:** John Morrison  
**Job Title:** Careers Leader  
**Contact:** [careers@aquinas.ac.uk](mailto:careers@aquinas.ac.uk)

Providers are welcome to consider communicating with our students about (but not limited to) the following areas:

- Types of qualification including, but not limited to, Further Education, Vocational Awards, Technical Awards, Apprenticeships & Higher Education.
- Transferable / employability skills / skills gaps
- Support in applications including - but not limited to - course, apprenticeship, university and employment applications
- All things relating to local, regional and national 'skills gaps'



- Employer Expectations - including but not limited to - behaviour, knowledge & 'attitude'.
- Labour market information including - but not limited to - the local jobs market or sectors.
- Routes into employment
- Continuing in education and training
- Additional support for transitions into Higher Education, Further education, Apprenticeships, other training opportunities and employment. This can include financial, emotional and practical support for more vulnerable pupils.

Please contact John Morrison ([careers@aquinas.ac.uk](mailto:careers@aquinas.ac.uk)) to identify the most suitable opportunity for you.

## 2.2 Opportunities for access

Aquinas offers at least 2 provider encounters as required by law (these are marked in bold). Other programmes detailed are a limited example of provider activities that take place during the academic year.

There are a wide range of activities and events that happen throughout the academic year that providers and employers can get involved with (where appropriate). Please refer to our careers programme for reference to further activities. If you have any queries about events that you can get involved with, or if you would like to suggest an activity, **please contact John Morrison at [careers@aquinas.ac.uk](mailto:careers@aquinas.ac.uk).**

	Autumn Term	Spring Term	Summer Term
Year 12	Tomorrow's Engineers	<b><u>After Aquinas Event - HE, FE, Apprenticeship providers and employers invited to set up a stall to showcase their offers to students and their parents / carers. Bring prospectuses / relevant literature / an activity to highlight your sector. Providers</u></b>	<b><u>Careers Day - Providers attend to deliver a 20-30 minute talk to students about their career. This could be themed around key labour market information or 'a day in the life of' or 'routes into' your career or your own personal career</u></b>

		<p><b>may enquire about opportunities to deliver a talk during this event.</b></p> <p>National Apprenticeship week</p>	<p><b>journey.</b></p>
Year 13	Y13 Apprenticeship Programme	<p>National Apprenticeship Week Y13</p> <p>Apprenticeship Programme</p>	<p>No encounters – legislation requires encounters to take place by 28 February if in year 13.</p> <p>Confirmation of post-18 education and training destinations for all students</p>

### 3. Safeguarding

Aquinas College's 'Safeguarding Policy' and the 'Visitors and Visiting Speakers Policy' outlines the college's procedure for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to these policies.

### 4. Meaningful provider encounters

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

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



## 5. Previous providers

From January 2022 to December 2022 the following providers and employers from local, National and Global organisations attended Aquinas to speak with our students:

[Provider Encounters](#)

## 6. Destinations of our students

Our year 13 students move to a range of education and apprenticeship providers following Aquinas. Last year, just over half of our leavers stayed regional. The latest destinations of our students include the following:

In 2022,

- **1076** students completed level 3 courses at Aquinas.
- **8** students completed level 2 courses.

Of the 1076 students that completed level 3 courses:

- **62.6%** progressed into **higher education**.
- **18.7%** progressed onto either **an apprenticeship or employment** opportunity.
- **18.7%** took up a gap year / an FE course / currently seeking opportunities.

University statistics show that:

- **30%** of university place acceptances were to the Russell Group.

## 7. Premises and Facilities

Aquinas College will always aim where possible to make appropriate rooms available to facilitate the activity. This could include (for example) a lecture theatre, hall, classroom or private meeting room. Most rooms have access to a computer and screens. Other specialist equipment could be made available if Aquinas College has access to it, and this is discussed and agreed in advance of the visit. Discussions and agreements regarding premises and facilities can be made with the member of staff hosting the activity.



Where appropriate, we would be open to providers delivering meaningful online, live engagement with our students. Offers of online provider encounters could be extended to parents / carers if discussed with the careers leader and deemed appropriate in advance.

Providers are welcome to leave a copy of their prospectus or other relevant literature with the Aquinas Careers library, which is managed by the careers librarian - Teresa Turnbull. You can contact Teresa via [careers@aquinas.ac.uk](mailto:careers@aquinas.ac.uk). The Careers library is part of the learning resource centre and is available to all students and staff.

## Complaints:

Any complaints with regards to provider access can be raised following [Aquinas College's complaints procedure](#). If you are dissatisfied with our response, you can contact The Careers & Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk).