

Norwood School Provider Access Policy Statement

(To include The Department of Education, July 2021: “Baker Clause” and the Provider Access Legislation, January 2023)

Local Education Authority School Lambeth

Date updated: January 2023

This policy statement sets out how we manage access requests from these providers. (Norwood has chosen to include Year 7 in our Careers Strategy).

Rationale

High quality careers education and guidance in school or college is critical to young people’s futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.

Commitment

The Norwood School is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. The Norwood School is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

The Norwood School endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: “Baker Clause”: supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

Who handles our access requests?

Any provider wishing to request access should contact Ms Nicholas, Senior Deputy Head Teacher on 02086709382 or via email at: nicholas.j@thenorwoodschool.org or our Careers Adviser, Ms Boyle on 02086709382 or via email at: boyle.a@thenorwoodschool.org

Student Entitlement - What opportunities are provided to allow access to students?

Via our school careers programme, we offer providers numerous opportunities throughout the school year to speak to students and/or their parents. In addition there are opportunities to visit classes so that we can link curriculum learning to careers. Finally, there is the possibility of collapsed timetabled days to suit the needs of both students and providers – please liaise with Ms Nicholas with any proposals or requests. The Norwood School fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training and apprenticeships. The school will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships. This will be done in assemblies in National Apprenticeship Week, The Careers Fair, Parents Evening and National Careers Week, in addition to providers attending additional careers events at school.

Aims

The Norwood School policy for Access to other education and training providers has the following aims:

- To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.
- To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.
- To reduce drop out from courses and avoid the risk of students becoming NEET (Young people not in education, employment or training).

Development

This policy has been developed and is reviewed annually by the Careers Leader and Line Manager Ms Nicholas based on current good practice guidelines by the Department for Education.

Our annual schedule of events is as follows:

Year Group	Autumn Term	Spring Term	Summer Term
Year 7	Assembly and tutor group opportunities Parents' evening	Assembly and tutor group opportunities Careers Fair	Assembly and tutor group opportunities Parents' evening
Year 8	Assembly and tutor group opportunities	Assembly and tutor group opportunities Career Fair	Assembly and tutor group opportunities Parents' evening
Year 9	Assembly and tutor group opportunities Specialism Day	Assembly and tutor group opportunities Careers Guidance Specialism Day Options/Pathways Evening Parents' Information Evening Career Fair Individual Careers Guidance Meetings	Assembly and tutor group opportunities Specialism Day The Access Project Launch

Year 10	Assembly and tutor group opportunities The Access Project Launch	Assembly and tutor group opportunities Parents' evening The Access Project Careers Fair	Assembly and tutor group opportunities Pathways and Aspirations Week University Visits The Access Project Work Experience Preparation
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			Individual Careers Guidance Meetings
Year 11	<p>Assembly and tutor group opportunities Sixth Form Open Evening</p> <p>Norwood Sixth Form Application Process The Access Project Launch</p> <p>Individual Careers Guidance Meetings</p>	<p>Assembly and tutor group opportunities Careers Fair Parents' evening Parents' Information Evening Apprenticeship Road Show visits and Conference The Access Project Individual Careers Guidance Meetings Back on Track Assembly</p>	<p>Assembly and tutor group opportunities Sixth Form Taster Days and Induction The Access Project Individual Careers Guidance Meetings Apprenticeship Opportunities Session</p>

<p>Sixth Form</p>	<p>Induction Enrolment Independent Learning Workshops The Access Project Launch Assembly and tutor group opportunities PHSE Lessons Timetabled lessons with prior planning Parents Evening Individual Careers Guidance Meetings</p>	<p>Assembly and tutor group opportunities PHSE Lessons Timetabled lessons with prior planning Careers Fair The Access Project Summer School and University Taster Residential Application Support Individual Careers Guidance Meetings UCAS Conference University visits Work experience</p>	<p>Assembly and tutor group opportunities PHSE Lessons Timetabled lessons with prior planning Academic Review Meetings UCAS/Careers week The Access Project HE Campus Visits Individual Careers Guidance Meetings Work experience</p>
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Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

Equality and Diversity

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. The Norwood School is committed to encouraging all students to make decisions about their future based on impartial information.

Requests for access

Requests for access should be directed to *Jessie Nicholas* SLT/Deputy Head Careers Leader. *Jessie Nicholas* may be contacted by telephone

or email, nicholas.j@thenorwoodschool.org Tel: 02086709382 or Alix Boyle
Independent Careers Advisor email boyle.a@thenorwoodschool.org

Grounds for granting requests for access

Access will be given for providers to attend during school assemblies, timetabled Careers or Learning for Life lessons and Careers or Raising Aspirations events that The Norwood School is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with partners and outside agencies.

Details of premises or facilities to be provided to a person who is given access

The Norwood School will provide an appropriate room or assembly hall to be agreed. All rooms have computers, projectors and screens provided. Computer rooms can also be arranged. The Careers Leader or Careers Adviser will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a member of the Careers Team who will facilitate.

Live/Virtual encounters

The Norwood School will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

Can providers leave prospectuses for students to read?

Providers are welcome to leave a copy of their prospectus and other relevant course literature with Ms Nicholas, Ms Boyle or Ms Cunningham (Sixth Form Administrator).

What are the rules for granting and refusing access requests?

We will grant access requests that meet the following criteria:

- Requests from Ofsted registered 11-19 providers
- That are reasonable and do not impact on existing educational provision for our students

Safeguarding and Visiting the Norwood School

The school has policies in place, on safeguarding and information for visitors coming to the school. These can be found on the school website under the 'About Us' tab.

Parents and Carers

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers.

Management

The Careers Leader coordinates all provider requests and is responsible to her senior management line manager.

Complaints Procedure

Any complaints about this policy should be raised to *Jessie Nicholas in the first instance*, email: nicholas.j@thenorwoodschool.org

Jessie Nicholas will raise the complaint to co heads Niki Clemenger and Richard Cole.

Monitoring review and evaluation

The Policy is monitored and evaluated annually via the Senior Leadership Team.

Policy Coordinator: Jessie Nicholas

Policy Reviewed: January 2023

Appendix

Providers who have been invited into Norwood School to date include:

La Retraite School

Lambeth College

Southbank Academies

John Ruskin College

South Thames College

Destinations of previous pupils from The Norwood School include:

La Retraite School

Lambeth College

Southbank Academies

John Ruskin College

South Thames College

Westminster Kingsway

Coulsdon College

Richmond College

Carshalton College

UPDATED JANUARY 2023

Approval and review

This policy statement was agreed by the school's Senior Leadership Team and link Governor December 2022 under powers delegated by the Governing Body. It will be shared at a full Governors meeting Summer 2023. The next review will take place in November 2023.