



Market Field School – ‘*Learning for Life*’

&

Market Field College – ‘*Fostering Readiness for Work and Life*’

Provider Access Policy

2024 - 2025

Staff Responsibility	Created	Approved by Trustees	Next Review
Hazel Govia	March 2024	July 2024	Autumn Term 2025

Introduction

This policy statement sets out Market Field School and College's arrangements for managing the access of providers to the school for the purpose of giving them information about the provider's education and training offer. This complies with the school and college's legal obligations under Section 42B of the Education Act 1997.

Student entitlement

All pupils and 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 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 if appropriate 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 students 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 the options could lead to
- provide insights into what it might be like to learn or train with that provider
- answer questions from pupils/students

Previous providers

In previous years we have invited the following providers from the local area to speak to our pupils:

- Jill Close – school liaison from the DWP
- HSBC
- Essex Fire and Police Education Team
- Rose Construction
- The Edge School of Catering

Destinations of our pupils

Our year 11 pupils moved to a range of providers in the local area after school, including but not limited to:

- Market Field College
- Otley College
- Colchester Institute
- Lexden Springs

Our year 13/14 pupils moved to a range of providers in the local area after college, including but not limited to:

- Colchester Institute
- ACL
- ECL
- Suffolk Rural
- paid employment

Management of provider access requests

Procedure

A provider wishing to request access should contact *Hazel Govia, Careers Lead*, via email: hgovia@marketfield.essex.sch.uk or via phone *01206 825 195 (school) or 01255 736020 (college)*.

Opportunities for access

Every academic year looks different at Market Field School and Market Field College. It is therefore recommended that providers contact Hazel Govia (details above) to identify the most appropriate opportunity to attend either the school or the college site.

There are multiple opportunities and events integrated into our careers programme which may provide an exciting opportunity to speak to pupils/students and/or their parents/carers. Access will also be granted during our timetabled careers lessons.

Access to students and/or parents will be granted on the understanding that information and guidance offered by providers is related to technical courses and apprenticeship opportunities only. Providers are reminded that we are SEN school and not all mainstream products and courses will be appropriate for our students. Providers will be expected to meet the school's safeguarding requirements which can be found in the HLC Overarching Safeguarding Policy. This can be found on the school and college's website.

Premises and facilities

The school/college will make an appropriate area available for discussion between the provider and pupils. The school/college will also support the provider's presentations with the relevant technology. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

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

Providers are welcome to leave a copy of their relevant brochures and printed materials. These will be made available to pupils and their parents/carers in the college's common room and in the school's library.

Complaints:

Any complaints with regards to provider access can be raised following the school/college's complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk