North Herts

Education Support Centre

NORTH HERTS Education Support Centre

PROVIDER ACCESS POLICY

Executive Head:	**D Nearney**
Chair of Governing Board:	**D Hughes**
Policy Reviewed by:	**R Pieterse**
Date Reviewed:	**Autumn 2025**
Ratified by:	**Management Committee**
Frequency of review:	**Annual**
Date for next review:	**Autumn 2026**

Document Control/ Review Sheet

Version	Date modified	Description of modification	Reviewed by
001	01/07/2023	New Policy	R Pieterse
002	19/09/2025		K Robinson

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 providers' 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 8-13 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 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). The 'third key phase' (year 12 to 13) is not applicable to students at NHESC, as this phase is not currently an option.

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

Previous providers

In previous terms we have invited the following providers from the local area to speak to our pupils:
Employability workshops delivered by the Job Centre Plus team
Get Work Ready Days for both KS3 and KS4 (4 sessions/year)
Introduction to life at University – Assembly delivered by University of Hertfordshire
Applying for courses at North Herts College – Assembly delivered by NHC
ITT Sporting Futures – Assembly
ITT Enemy of Boredom – Assembly

ASK Apprenticeships – delivered by the ASK team (6 sessions)
SfYP Careers Advisor – 1:1 session with all students at least once a term.
Careers talk from Police and Fire Brigade

Management of provider access requests procedure

A provider wishing to request access should contact:
Ms Kate Robinson – Acting Deputy Head/ Careers Lead
Telephone: 01462 624256
Email: k.robinson@nhf.school

Opportunities for access

The school offers the four provider encounters (normally 6 where KS5 is included) required by law and a number of 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 Leader to identify the most suitable opportunity for you.

KS3	Get Work Ready Days (Autumn and Spring terms) PSHCE / Social Development / Princes Trust lessons (throughout the school year) 1:1 session with Zella Neighbour from SfYP KS4 Options taster sessions for Y9 students (July) KS4 Options Assemblies for Y8&9 (June) Guest speakers run by department(s) or Sixth Form societies Post 16 technical education options/pathways assembly for Year 8 (June) Weekly mentoring sessions
KS4	Get Work Ready Days (Autumn and Spring terms) 1:1 session with Zella Neighbour from SfYP - Post-16 interviews/consultations for year 11 students (throughout the school year) Life at University – Assembly delivered by Uni of Hertfordshire Post 16 provider open evenings: Opportunities to visit sixth form colleges, schools and other training providers regarding A level, Applied General technical and vocation and apprenticeships Post 16 technical education options/pathways Year 11 assembly (November/December) Post 16 apprenticeships year 11 assembly (November/December) Apprenticeship Workshops PSHCE lessons

	• Careers Fair (in school) for Years 10-13 (February) • *"Generation Hertsmere"* Careers Fair (November) • PSHCE career lessons (Winter Term) • Guest speakers run by department(s) or Sixth Form societies • Interview workshop (Communities 1st) (July) • Weekly mentoring sessions • Weekly work experience

Premises and facilities

The school will make the social areas, 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. 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 prospectus or other relevant course literature in the school social areas. These will be available to students at lunch and break times.

Linked policies

- CEIAG Policy

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