



**MUNTHAM HOUSE SCHOOL**

**PROVIDER ACCESS  
LEGISLATION  
POLICY**

## **Provider Access Policy**

### **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 in acquiring the self-development and career management skills they need to achieve positive employment destinations. This helps pupils 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 fully understand all the options available to them Post-16 including wider technical education options such as T-Levels and Higher Technical Qualifications.

### **Commitment**

Muntham House School is committed to ensuring there is an opportunity for a range of education and training providers to access pupils to inform them about approved technical education qualifications and apprenticeships. Muntham House School is fully aware of the responsibility to set pupils on a 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.

Muntham House School endeavours to ensure that all pupils are aware of all routes to higher skills and are able to access information on technical options and apprenticeships they are well informed of the best training options available to them.

These meetings happen once a term with pupils in KS3 and KS4. For pupils in KS5 these happen on a more regular basis and are provided to pupils whenever they are needed.

### **Aims**

Muntham House School's policy for Access to other education and training providers has the following aims:

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

### **Pupil Entitlement**

Muntham House School fully supports the statutory requirement for pupils 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 conduct at least six encounters with approved technical education qualifications or apprenticeship providers. This will be done in assemblies in National Apprenticeship Week and National Careers Week, in addition to providers attending careers events at school.

## **Development**

This policy has been developed and is reviewed annually by the Careers Leader and Line Manager (Mr Anderson, Principal) based on current good practice guidelines by the Department for Education.

## **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 pupils to access information about other providers of further education and apprenticeships. Muntham House School is committed to encouraging all pupils to make decisions about their future based on impartial information.

## **Requests for access**

Requests for access should be directed to Mr Hellyer, Careers Leader, who may be contacted by telephone or email at [stevehellyer@muntham.org.uk](mailto:stevehellyer@muntham.org.uk), Tel: 01403 730 302.

## **Grounds for granting requests for access**

Access will be given for providers to attend during school assemblies or Careers events and Careers or Raising Aspirations events that the school is arranging. Pupils may also travel to visit another provider as part of the trip to be organised in partnership with local colleges or careers events.

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

Muntham House 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.

## **Management**

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

## **Complaints Procedure**

Any complaints about this policy should be raised to -

- The Careers Lead, Mr Hellyer, will raise the complaint with the school's principal, Mr Anderson, at [principal@muntham.org.uk](mailto:principal@muntham.org.uk).

**Monitoring review and evaluation**

The Leadership team monitors and evaluates the Policy annually. Mr Hellyer (Careers Lead) is the policy coordinator.

**Last Reviewed:** November 2024

**Next review due:** November 2025