

**Provider Access Policy**  
**Fairfax Academy**  
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<b>Document Owner:</b>	<b>Holly Poole, Assistant Principal</b>
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## **Bournville School: Provider Access Policy Statement**

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

### **Introduction**

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

### **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**

Bournville 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. Bournville 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.

Bournville 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).

### **Aims**

Bournville 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).

### **Student Entitlement**

Bournville 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 and National Careers Week, in addition to providers attending careers events at school or at each Trust school.

All pupils in years 8 to 11 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). 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 pupils 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 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 using the [Making it meaningful checklist](#).

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

### **Management of provider access requests**

#### **Procedure**

A provider wishing to request access should contact Rhian Field, the Subject Leader for Careers Education by email on [r.field@bournville.fmat.co.uk](mailto:r.field@bournville.fmat.co.uk)

### **Opportunities for access**

The school offers the six provider encounters required by law (see table below) 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 Subject Leader - Careers or Careers Adviser to identify the most suitable opportunity for you.

### **Curriculum**

Bournville School Careers curriculum is taught as part of PSHE lessons. Students have one timetabled lesson per week. In the Autumn term the focus is on careers education. See long term plan:

[Careers-Overview-002.pdf](#)

#### **In year 7 students will:**

- Reflect on their personal qualities, skills and the way they relate to their peers
- Understand more about how they learn
- Reflect on what makes them happy and how to seek support
- Look at the local Labour Market Information
- Introduction to CV writing

#### **In year 8 students will:**

- Learn about the variety of careers pathways available to them post-16
- Set personal targets to help them to achieve their goals
- Make links between what they do now and how it results in what happens in the future
- Study the local Labour Market Information
- Look at what success looks like?

**In year 9 students will:**

- Learn about employability skills and evaluate their own strengths and weaknesses
- Prepare for choosing their Options by considering career pathways
- Visit a university to inspire their future
- Research the local Labour Market Information
- Develop their leadership skills

**In year 10 students will:**

- Enjoy a range of visits from post-16 colleges to understand the local opportunities available to them
- Participate in Y10 work experience, at a place of their choice to get real insight of a workplace that interests them
- Develop interview and CV writing skills

**In year 11 students will:**

All students in year 11 need to decide what to do once leaving Bournville School. Be supported to complete application forms and partake in interviews.

- Enjoy a range of visits from post-16 colleges to understand the local opportunities available to them
- Be supported in conducting useful research into local providers, including impartial careers guidance interviews

**Careers Encounters**

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 7</b>	<b>Annual School Careers Fair</b> - employers, FE, HE and apprenticeship providers in attendance.	<b>StEM event</b>	<b>Guess my Job</b>
<b>Year 8</b>	<b>Annual School Careers Fair</b> - employers, FE, HE and apprenticeship providers in attendance. RISE employability skills sessions	<b>StEM event</b>	<b>Guess my Job</b>
<b>Year 9</b>	<b>Annual School Careers Fair</b> - employers, FE, HE and apprenticeship providers in attendance.	HE/FE talk regarding options and careers pathways - preparation for options Barclays Life Skills	<b>University visits</b>
<b>Year 10</b>	<b>Annual School Careers Fair</b> - employers, FE, HE and apprenticeship providers in attendance.	<b>Bespoke professional talks – small groups</b>	<b>1:1 Career's guidance interviews with Careers Advisor</b>  <b>College visits and taster</b>

			<b>sessions.</b>  <b>Work Experience Week</b>  <b>Unifest</b>
<b>Year 11</b>	<b>Annual School Careers Fair</b> - employers, FE, HE and apprenticeship providers in attendance.  <b>Post 16 provider assemblies</b> – colleges and sixth forms.  <b>1:1 Careers guidance interviews with Careers Advisor</b>  <b>CV Workshop</b>  <b>Mock Interviews</b>	<b>Post 16 provider assemblies – colleges, sixth forms</b>  <b>Apprenticeship assembly</b>	

### **Premises and facilities**

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, 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 Subject Leader for Careers.

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

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Subject Leader for Careers who will ensure students get access to it.

### **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](mailto:provideraccess@careersandenterprise.co.uk)

### **Review**

This policy will be reviewed by the Careers team in school and then ratified by the Governing Body.

### **Development**

This policy has been developed and is reviewed annually by the Careers Leader and Line Manager 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 students to access information about other providers of further education and apprenticeships. Bournville 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 Rhian Field, Careers Leader. Rhian Field may be contacted by telephone or email, [post@bournville.fmat.co.uk](mailto:post@bournville.fmat.co.uk), Tel 0121 475 3881. This will reach the main school address, please direct e-mails to Careers Lead, Rhian Field.

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

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

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

Bournville 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**

Bournville 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.

### **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 his/her senior management line manager.

### **Monitoring review and evaluation**

The Policy is monitored and evaluated annually via the Careers Team and sent to the School Governing Body for approval.

### **Appendix**

#### **Providers who have been invited into Bournville School to date include:**

##### **Previous providers**

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

- Access to Creative College
- Aim Higher
- Army
- Ask Apprenticeships
- Aston Engineering Academy
- Aston University
- Birmingham City University
- Birmingham Electrical Training
- Birmingham Metropolitan College (BMet)
- Cadbury College
- Civil Service
- Crackerjack Training
- Fortem
- Free 2 Dream – In the Community
- Halesowen College
- Heart of Worcestershire College
- King Edward Sixth Form - Stourbridge
- Local employers such as Mondelez/Aldi/HS2
- Metro Alliance
- Navy
- Newman University
- Nova Training
- NFP (Insurance company)
- NHS
- Police
- PwC
- Royal Air Force
- Sandwell College
- Solihull College
- South and City College
- University of Birmingham

#### **Destinations of previous pupils from Bournville School include:**

Cadbury Sixth Form College  
Halesowen College  
South and City