

Westfield Academy: Provider Access Policy Statement

Ownership: Westfield Academy

Date updated: October 2024

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

Westfield Academy 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. Westfield Academy 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.

Westfield Academy 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

Westfield Academy 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

Westfield Academy 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 through a range of delivery including but not limited to assemblies, work visits, employer encounters and workshops.

Development

This policy has been developed and is reviewed annually by the Careers Leader (Mrs K Whittingham) and Line Manager (Mr C Chalk) 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. Westfield Academy 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 Mrs K Whittingham, Careers Leader. Mrs K Whittingham may be contacted by telephone or email, kwi@westfield.academy, Tel 01923 231560.

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 The Westfield Academy is arranging.

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

Westfield Academy 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 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

Westfield Academy 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.

Complaints Procedure

Any complaints about this policy should be raised to Mr C Chalk, email: cc@westfield.academy

Monitoring review and evaluation

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

Policy Coordinator:

Policy Reviewed: September 2025

Appendix – Encounters that satisfy the provider access legislation. These make up a part of our careers programme.

	Autumn Term	Spring Term	Summer Term
Year 7		Army Assembly -Career and training opportunities	
Year 8		ITP Presentation - Isalesacademy	NHS Assembly -Career and training opportunities
Year 9	Army Assembly -Career and training opportunities	Oaklands College Presentation	
Year 10		ITP Presentation - Isalesacademy	NHS Assembly -Career and training opportunities
Year 11	Sky Apprenticeship Presentation West Herts College Presentation		
Year 12	Sky Apprenticeship Presentation		NHS Assembly -Career and training opportunities
Year 13	HE Provider Presentation Diverse Futures Assembly -Career and training opportunities		