

PROVIDER ACCESS STATEMENT

Introduction

This policy statement sets out the Group's arrangements for managing the access of providers to our colleges 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.

Student entitlement

All students in years 12 and 13 on a study programme 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 students in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are a minimum of two provider encounters available during this period, which are optional for students to attend.

These provider encounters will be scheduled during the main college 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 students from the provider)
- answer questions from students.

Meaningful provider encounters

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students using the [Making it meaningful checklist](#).

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

Management of provider access requests

Procedure

A provider wishing to request access should contact our Careers lead, Simone Newman, Head of Student Services, snewman@bedford.ac.uk 01536 413157

An educational provider wishing to request access for a potential student should contact:

Trudie Tebbutt, Schools Engagement Manager, ttebbutt@bedford.ac.uk 01234 291804

Opportunities for access

The Bedford College Group offers a comprehensive Careers Education, Information, Advice and Guidance programme and an overview of this programme can be seen in the Careers section on the website <https://www.yourspaceonline.net/careers/>

Please speak to our Careers Leader to identify the most suitable opportunity for you.

The Bedford College Group will make a suitable space available for discussions between the provider and students, as appropriate to the activity and will also make available ICT 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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Leader for display in the Careers Section of the Learning Environment.

The Bedford College Group promote two provider encounters required by law (marked in bold text) and a number of additional events, integrated into the college careers programme. We will offer providers an opportunity to come into school to speak to students or their parents or carers.

Please speak to Simone Newman to identify the most suitable opportunity for you.

	Autumn Term	Spring Term	Summer Term
Year 12	Higher Education visits for a variety of HE providers including local Further Education colleges	Small group sessions: future education, training and employment options Meetings with careers adviser Progression fair, hosting employers, universities, training providers and guest speakers	Open events at local FE providers Workshops/Intro to HE sessions
Year 13	Post 18 assembly – with higher and degree apprenticeship providers Workshops – HE and higher apprenticeship applications	Meetings with careers adviser Progression fair, hosting employers, universities, training providers and guest speakers	Confirmation of post-18 education and training destinations for all students and 'Life after 6 th form' event

Premises and facilities

The Bedford College Group will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The College 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 school's engagement coordinator or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Student Services offices or customer contact areas, which are accessible to all students.

Complaints:

Any complaints with regards to provider access can be raised following The Bedford College Group complaints procedure (HYS) or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Approval and review

Approved: *May 2023* by Governors at Curriculum and Standards Committee

Next review: *May 2024*

Signed: *Allan Schofield* Chair of Governors