

# LVC EXTERNAL EMPLOYER / EDUCATION PROVIDER ACCESS POLICY

This policy was approved:	Spring 2023
This policy will be reviewed:	Spring 2025
Member of staff with responsibility for review:	Tim Darby
This policy was consulted with:	LVC Standards Committee

## **Introduction**

At Linton Village College we are committed to ensuring that our students are fully informed about their careers and training options. This policy outlines the arrangements the College has put in place to manage the access of external providers to our students.

The College uses the Gatsby Benchmarks as a guide to plan our 'Next Steps' careers programme. As part of our commitment to informing our students of the full range of learning and training opportunities on offer to them, we are happy to consider requests from training, apprenticeship and vocational education providers to speak to students. The College also proactively seeks to build relationships with these partners as we plan our careers pathways and next steps activity throughout the College year, this ensures that providers have multiple opportunities to speak to students and their parents across years 8-11, to offer information on vocational, technical and apprenticeship qualifications. The College is committed to providing external access to all students through Years 8-11.

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.

### **Students in Years 8-11 are entitled to;**

- find out about technical education qualifications and apprenticeships opportunities as part of a careers programme, tailored for our students around the key transition points at LVC;
- hear from a range of providers about the opportunities they offer through the schools careers programme;
- make informed applications to the full range of academic or technical courses available to them at transition;
- as a 11 – 16 school all students at Linton Village College Years 8-11 are provided with at least four encounters with providers of technical education and apprenticeships. All Linton Village College students will have a minimum of two encounters in year 8 and 9 and two encounters in year 10 and 11;
- External providers for T Levels, apprenticeships and other vocational education providers (both public and private) should ensure a meaningful encounter. They should share information, explain the courses and career progression routes and allow students the opportunity to ask and answer questions;

### **External Providers may**

- request an opportunity to engage with students by sending a detailed request to the College's 'Next Steps' Career Leader at least six weeks prior to the intended activity; these may include assemblies, employer and provider engagement events or opportunities to speak with students and parents on a 1:1 basis supporting GCSE and post-16 option choices;

- leave copies of their prospectus, or other relevant course literature, at the College for Library's career section.

**SLT will**

- permit any requests for access to students provided that staffing is available to support the activity; it does not clash with other planned activities; it does not interrupt the preparation for examinations; and that the appropriate space is available to host the activity. External providers can request activities to take place online, provided a suitable location can be found in school;
- ensure that staff involved in personal guidance and pastoral support are up to date on their knowledge of these post-16 options;
- monitor, in collaboration with Governors, the quality and impact of the opportunities to engage with technical, vocational and training providers;
- delegate the responsibility for overseeing the access of external employer/education providers to students to the College's Next Step Career Leader.

**Complaints**

Any complaints with regard to provider access can be raised through The College's complaints procedure.

Linton Village College 'Next Steps' Career Leader:            Ian Simmons ([isimmons@lintonvc.org](mailto:isimmons@lintonvc.org)) Tel No: 01223891233