



Provider Access Policy 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.

Student entitlement

All students in Years 8 to 13 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 of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (Year 8 to 9) and two encounters for students during the 'second key phase' (Year 10 to 11). For students 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 students 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 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.

Previous providers

In previous terms/years the following providers from the local area have attended events at the School:

- The Inspire Education Group – Stamford/Peterborough College
- ASK/Workpays
- Armed Forces
- DWP
- Lincolnshire Talent Academy

Additionally, a large number of universities are invited into School to present assemblies and to attend our biennial Careers Fair which usually attracts in the region of sixty representatives from universities, colleges and employers. Students from years 10 -13 and parents are invited to attend.

Destinations of our students

In 2024/25 our Year 11 students (240) moved to range of providers in the local area after school:

| Destination | Number of Students | Percentage of Students |
|---|--------------------|------------------------|
| Remaining in Bourne Grammar School Sixth Form | 190 | 78.7% |
| Other sixth forms | 18 | 7.5% |
| Further Education College (Stamford/Peterborough/Boston/Grantham) | 21 | 8.7% |
| Specialist residential provider | 3 | 1.3% |
| Apprenticeships | 4 | 1.7% |
| Moved out of area | 2 | 0.8% |
| Other | 3 | 1.3% |

In 2024/25 our Year 13 students (253) moved to range of destinations after school:

| Destination | Number of Students | Percentage of Students |
|--|--------------------|------------------------|
| Confirmed university place | 206 | 77.8% |
| Higher/Degree apprenticeships | 11 | 4.2% |
| Employment | 9 | 3.3% |
| Armed forces | 4 | 1.5% |
| Gap year – travel, employment and application for university and apprenticeships | 27 | 10.2% |
| Other | 8 | 3.0% |

Management of provider access requests

Procedure

A provider wishing to request access should contact Mrs Helen Elliot, Head of Careers and Higher Education

Email: Careers@bourne-grammar.lincs.sch.uk

Telephone: 01778 422288

Opportunities for access

The School offers the six provider encounters required by law (marked in bold text) 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 students or their parents or carers.

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

The School also organizes a biennial Careers and Higher Education Fair which is open to students and parents. In academic years where this fair is held providers are strongly encouraged to take this opportunity to speak to our students and parents.

| | Autumn Term | Spring Term | Summer Term |
|---------|---|---|---|
| Year 8 | | Presentation by Amcor (to comply with the legislation this cohort will have an encounter with a different provider in year 9) | |
| Year 9 | | Presentation by Bakkavor | <i>No encounters – legislation requires encounters to take place by 28 February if in Year 9</i> |
| Year 10 | | | Post 16 Options afternoon including presentation by Access Creative College |
| Year 11 | Post 16 provider Open Evenings Presentation by Amcor | Post 16 Interviews | <i>No encounters – legislation requires encounters to take place by 28 February if in Year 11</i> Confirmation of post-16 education and training destinations for all students |
| Year 12 | Year 12 lecture programme: Presentations from Lancaster University and Amcor | Post 18 Options launch Post 18 Options parents evening Optional meetings with careers adviser | |
| Year 13 | Post 18 applications workshops and mock interviews with apprenticeship providers | | <i>No encounters – legislation requires encounters to take place by 28 February if in year 13</i> Confirmation of post-18 education and training destinations for all students |

Granting and refusing access to providers

Access will be provided based on meeting the following criteria:

- Adequate room(s) and equipment are available, based on existing timetable commitments.
- Staff are available to attend, taking account of participant numbers and teaching timetables, to ensure DBS regulations are complied with.
- Students are available to attend, depending on the dates requested and curriculum considerations.
- Providers are able to present impartial, unbiased and high-quality, age-appropriate content, meeting equal opportunity requirements.
- Providers are GDPR compliant.

Safeguarding

The School is committed to keeping children safe and our Child Protection and Safeguarding Policy outlines the School's procedure for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this policy, which can be found on our school website.

Complaints

Complaints about services from providers who use School premises or facilities should be directed to the provider concerned.

Premises and facilities

The School will provide access to the main hall, classrooms, computer rooms and/or meeting rooms, as appropriate to the activity and subject to availability. The School will also make available AV and other specialist equipment to support Careers presentations. This will be discussed and agreed in advance of the visit with the Careers Leader.

Providers are welcome to leave a copy of their prospectus or other relevant literature for display within the Careers Office or on the School noticeboards.

Monitoring arrangements

The School's arrangements for managing the access of education and training providers to students are monitored by the Careers Leader, Mrs H Elliot.