# The Sixth Form Bolton (@thesixthformB6) / Twitter

# **Provider Access Policy**

# Purpose of Policy

This policy statement aims to set out our sixth form’s arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer.

# Scope

It sets out:

* Procedures in relation to requests for access
* The grounds for granting and refusing requests for access
* Details of premises or facilities to be provided to a person who is given access

# Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students. That is why the department for education introduced a legal duty in 2018, commonly known as the ‘Baker Clause.’

This policy shows how our The Sixth Form, Bolton complies with these requirements.

# 4. Student entitlement

All students on a foundation programme and in years 12 to 13 at The sixth Form, Bolton are entitled to:

* Find out about further and higher education, technical education qualifications and apprenticeship opportunities, as part of our careers programme which provides information on the full range of education and training options available, post-sixth form.
* Hear from a range of providers about the opportunities they offer, including further and higher education, technical education and apprenticeships
* Understand how to make applications for the full range of academic programmes, technical courses and apprenticeships.

# 5. Management of provider access requests Procedure

A provider wishing to request access should initially contact a member of the B6 Careers Team. We actively welcome providers who can enhance the delivery of the College careers curriculum and can help the College to maintaining our achievement of the Gatsby benchmarks.

Telephone: 01204 846215

Email: [careers@bolton-sfc.ac.uk](mailto:careers@bolton-sfc.ac.uk)

# 5.1 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into the College to speak to students and/or their parents/carers:

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| **Year** | **Autumn term** | **Spring term** | **Summer term** |
| Foundation Programme |  | Skills Day | Progression interviews with tutor and 1:1 careers guidance appointments. |
| Year 12 | Professional Growth Programme activities supported by a range of employers and providers. | Professional Growth Programme activities  supported by a range of employers and providers.  Annual Careers Day, (guest speakers and stall holders from universities, employment sectors and training providers) | Professional Growth Programme activities supported by a range of employers and providers.  Support with applications to higher education via tutor groups, the careers team and HE providers  Parents and Carers Progression Information Evening |
| Year 13 | Professional Growth Programme activities supported by a range of employers and providers.  Apprenticeship Academy, which provides a number of workshops to support students with their apprenticeship application.  Support with applications to higher education via tutor groups, the careers team and HE providers. | Professional Growth Programme activities supported by a range of employers and providers.  Apprenticeship Academy, which provides a number of workshops to support students with their apprenticeship application. | Professional Growth Programme activities supported by a range of employers and providers.  Apprenticeship Academy, which provides a number of workshops to support students with their apprenticeship application.  Recruitment/apprenticeship fair. |

The Sixth Form, Bolton offers providers numerous opportunities throughout the academic year to speak to students and/or their parents. Our annual schedule of events is revised annually to reflect the needs of our students and is incorporated into our careers programme which is published on The Sixth Form’s website. The table above highlights some of the key opportunities available to our students. Please speak to our head of careers, Jill Whitham, to identify the most suitable opportunity for you: [jwhitham@bolton-sfc.ac.uk](mailto:jwhitham@bolton-sfc.ac.uk)

# 5.2 Granting and refusing access

Access to students will be granted or refused at the discretion of the Principal, considerations will be needed in terms of:

* The Sixth Form’s calendar of events
* External examinations and key internal assessments taking place across the College
* The availability of sixth form resources
* The interests and needs of the students within The Sixth Form.

It is likely that we will grant access requests that meet the following criteria:

* That a provider can actively contribute to the school working towards meeting Gatsby Benchmarks.
* That a provider is a potential realistic destination post-18 for our students.
* That a provider follows school safeguarding policies.
* That a provider supplies current, updated and accurate careers information that enables our students to be more informed to make accurate and realistic choices in the future.

We will refuse any access request:

* That a provider is not a realistic destination post-18 for our students.
* That a provider provides biased and misleading careers information which may prejudice a student being able to make informed and realistic career decisions post-18.
* That a provider discriminates against students in terms of race, gender and faith.
* That a provider does not provide The Sixth Form with data of students who enrol with them after leaving The Sixth Form.
* That a provider does not follow The Sixth Form Bolton’s safeguarding policies or is unwilling to follow them.
* That a provider uses student data inappropriately and makes financial gain from any encounter with students.
* That a provider provides misleading information about competitors and alternative pathways.

# 5.3 Safeguarding

Our safeguarding/child protection policy outlines The Sixth Form Bolton’s procedure for checking the identity and suitability of visitors. Any member of Sixth Form staff who has invited a provider into The Sixth Form will complete a risk assessment for each external visitor and this must be agreed by the Deputy Principal before any event or visit can take place.

Education and training providers will be expected to adhere to this policy.

# 5.4 Premises and facilities

Facilities available to enable providers to access students e.g. rooms, specialist equipment such as audio and visual devices will be agreed prior to the event taking place. Any member of staff, when liaising with a provider, will ensure that all visitors are aware of the appropriate resources available. At this point the Sixth Form member of staff will discuss:

* The process for organising and agreeing which facilities can be used
* Whether providers can leave prospectuses or other material for students to read

# 6. Links to other policies

Other policies that this Provider Access Policy links to:

* Safeguarding/child protection policy
* IT Acceptable Use Policy
* Careers Policy

# 7. Monitoring arrangements

The school’s arrangements for managing the access of education and training providers to students is monitored by Jill Whitham, Sarah Ball, Assistant Principal, Lesley Hart, Deputy Principal.

This policy will be reviewed by the Senior Management Team annually. At every review, the policy will be approved by the Principal.

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| **Name of Policy** | Provider Access Policy |
| **Date Reviewed** | Summer 2022 |
| **Next Review** | Summer 2024 |
| **JCC Consultation** | Not required |
| **Governing Corporation Approval** | Required |
| **Cross Reference to other Policies / Source Documents** | Careers Policy  IT Acceptable Use Policy  Code of Conduct  Student Handbook  Parents Handbook  Student Contracts Policy  Student Behaviour/ Expectations Policy  Safeguarding/child protection policy  The Baker Clause 2018  Education Act 2011  Skills and Post-16 Act 2022 |