

# Provider Access Policy



## *Lunedale Learning Trust*

<b>Approved by:</b>	F Pearson	<b>Date:</b> 15 Sept 2021
<b>Last reviewed on:</b>	Sept 2021	
<b>Next review due by:</b>	July 2022	

## Introduction

This policy statement sets out the Lunedale Learning Trust's arrangements for managing the access of providers to students at QES and QES Studio for the purposes of giving them information about the provider's education or training offer. This complies with the MAT's legal obligations under Section 42B of the Education Act 1997.

## Student entitlement

Students in years 8-13 are entitled:

- to find out about technical education qualifications and apprenticeship 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 evenings, assemblies and group discussions and taster events
- to understand how to make applications for the full range of academic and technical courses.

## LLT 5 'Leading the way' Careers Strategy 2020-2025

[Here is the link to our Trust Careers Strategy 2020-2025](#)

### Management of provider access requests

#### Procedure

A provider wishing to request access should contact *Sarah Womersley, Careers Administrator*.

Telephone: 015242 71275; Email: [s.womersley@qes.org.uk](mailto:s.womersley@qes.org.uk)

#### Opportunities for access

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

In the following table, outline examples of the opportunities provided for training and education providers to speak to students and/or their parents/carers. We have provided some examples:

	Autumn Term	Spring Term	Summer Term
<b>Year 7</b>	PD – Aspire and PD+		PD – Aspire and PD+  Going to work with their parents
<b>Year 8</b>	PD – Aspire and PD+	Life skills – assembly and tutor group opportunities	PD – Aspire and PD+  Life skills – assembly and tutor group opportunities
<b>Year 9</b>	PD – Aspire and PD+  Employability assembly  KS4 Options fair  Career Pathway assemblies	Start*  Job Cluster assembly	PD – Aspire and PD+  Business and Enterprise Day - July
<b>Year 10</b>	PD – Aspire and PD+  Apprenticeship Evening <i>(Networking event with</i>	Enterprise Day – Jan  PD – Aspire and PD+  Working Lunches**	PD – Aspire and PD+  World of Work Programme: <ul style="list-style-type: none"><li>• CV writing</li></ul>

	Autumn Term	Spring Term	Summer Term
	<p><i>providers and employers</i>) - Oct</p> <p>Working Lunches**</p>	<p>Start*</p>	<ul style="list-style-type: none"> <li>• Personal Statements</li> <li>• Work Ready Day - June</li> <li>• Mock Interviews – June</li> <li>• Work Experience – July</li> </ul> <p>Apprenticeship Evening (<i>Networking event with providers and employers</i>) – April</p> <p>Working Lunches**</p>
<b>Year 11</b>	<p>PD – Aspire and PD+</p> <p>Apprenticeship Evening (<i>Networking event with providers and employers</i>) - Oct</p> <p>Careers Fair</p> <p>Year assemblies</p> <p>Life Skills – assembly on opportunities at 16</p> <p>Working Lunches**</p>	<p>PD – Aspire and PD+</p> <p>Post 16 evening</p> <p>Post 16 taster sessions</p> <p>Working Lunches**</p> <p>Year assemblies</p> <p>Start*</p>	<p>PD – Aspire and PD+</p> <p>Apprenticeship Evening (<i>Networking event with providers and employers</i>) - April</p> <p>Year assemblies</p> <p>Promotion of work experience during summer holiday</p> <p>Working Lunches**</p>
<b>Year 12</b>	<p>Apprenticeship Evening (<i>Networking event with providers and employers</i>) - Oct</p> <p>Higher Education Fair</p> <p>Post 18 assembly – apprenticeships</p> <p>UCAS Express – every Wednesday</p> <p>Working Lunches**</p>	<p>Small group sessions: future education, training and employment options</p> <p>St Mary’s training opportunity</p> <p>PD programme:</p> <ul style="list-style-type: none"> <li>• A year in industry</li> <li>• Self-employment</li> <li>• UCAS Express</li> </ul> <p>Start*</p> <p>Working Lunches**</p>	<p>Small group sessions: future education, training and employment options</p> <p>Apprenticeship Evening (<i>Networking event with providers and employers</i>) - April</p> <p>UCAS Launch</p> <p>Assemblies – ‘A year in industry’</p> <p>Project Trust – Gap year</p> <p>World of Employment</p>

	Autumn Term	Spring Term	Summer Term
			Planning for the future  Activities week – work experience in July  Working Lunches**
<b>Year 13</b>	Apprenticeship Evening <i>(Networking event with providers and employers)</i> - Oct  Workshops – HE and higher apprenticeship applications  Kendal College talk – apprenticeships  Working Lunches**	Business and Enterprise speaker  Mock interviews for post-18 destinations  Interview preparation in PD  Working Lunches**	Apprenticeship Evening <i>(Networking event with providers and employers)</i> - April  Working Lunches**

Start\*. Start is an innovative and easy-to-use careers guidance software helping young people make better and more informed choices about their career path. By using this software, students can learn more about differing occupations. Opportunities for students to further explore through e.g. work shadowing, work place visits is welcomed. <https://www.startprofile.com/about-start/>

Working lunches\*\*. One lunchtime per week (13:20 to 14:10) students have access to professional partner(s) to ask them career related questions. We hope to provide clustered working lunches eg, conservation, hospitality.

The Lunesdale Learning Trust seeks to provide students with a wide variety of work experience activities including, extended placements, work related projects, volunteering, enterprise activities, curriculum linked workplace visits and talks, business simulation challenges, mentoring, work tasters and work shadowing. Any support with any of these activities is warmly welcome.

In addition to the above, our careers team are on hand to promote the opportunities you have to offer through our websites, internal emails and noticeboards around school. Please contact Sarah Womersley our Careers Administrator at [s.womersley@qes.org.uk](mailto:s.womersley@qes.org.uk) to identify the most suitable medium for your business needs.

You can follow us on:



@Careers\_LLТ

@QESTudio\_PP



@llt\_careers

## QESTudio – Professional Partners

At the heart of QESTudio is a belief that our students will one day soon become the next generation to grow and develop our local economy. We fully appreciate that to tailor Programmes of Study to meet the needs of local industries relies on consultation and contribution from our network of professional partners. This group of socially responsible businesses support our work in a whole range of ways, dependent upon the needs and capacity of their businesses. If you are interested in becoming one of our professional partners, please contact Sarah Womersley, Careers Administrator [s.womersley@ges.org.uk](mailto:s.womersley@ges.org.uk). Further information is also available at <http://www.gestudio.org.uk/partners-new/>.

## Safeguarding

Our Safeguarding/Child Protection Policy and Safeguarding outlines our schools' procedure for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this policy.

- For the QES Safeguarding/Child Protection Policy [please click here](#)
- For the QESTudio Safeguarding/Child Protection Policy [please click here](#)

## Premises and facilities

The Lunesdale Learning Trust have a range of facilities that can be made available including our Main Theatre, Harlequin Theatre, Castle Suite, QESTudio Theatre, classrooms or private meeting rooms for discussions between the provider and students, as appropriate to the activity. The Lunesdale Learning Trust 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 Careers Administrator or a member of the careers team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by our Careers Administrator. The Resource Centre is available to all students at lunch and break times.

## **Links to other policies/strategies**

Here are links to other relevant policies

- [QES Safeguarding/Child Protection Policy](#)
- [QESTudio Safeguarding/Child Protection Policy](#)
- [Careers strategy 2020-25](#)

## **Monitoring arrangements**

The Trust's arrangements for managing the access of education and training providers to students are monitored by Cathy Harrison, Assistant Headteacher.

This policy will be reviewed by Cathy Harrison, Assistant Headteacher annually.  
At every review, the policy will be approved by the Lunesdale Learning Trust Board.