Elm Court School
Every Learner Matters

ELM COURT SCHOOL

Provider Access Policy

Contents

1. Aims
2. Statutory requirements
3. Student entitlement
4. Management of provider access requests
5. Links to other policies
6. Monitoring arrangements

1. Aims

This policy statement aims to set out **Elm Court's** arrangements for managing the access of providers to pupils at 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 and the careers guidance and access for education and training providers, Department of Education, September 2022 that ensures that the Baker Clause is now legally enforced.

In line with the Baker clause, our school gives pupils access to a range of education and training providers from years 7- 14 to discuss non-academic routes.

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.

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access pupils in years 8 to 14 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 pupils.

This is outlined in section 42B of the Education Act 1997.

This policy shows how our school complies with these requirements.

3. Pupil entitlement

All pupils in years 7 to 14 at **Elm Court** are entitled to:

- Find out about 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 at each transition point.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships– through options events, assemblies, career exhibitions and group discussions and taster events.
- Understand how to make applications for the full range of academic and technical courses.

The government has directed that providers should meet with pupils on at least two occasions at each of the key phases of their education:

- For pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend.
- For pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend.
- For pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend.

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact **Anne-Marie Pugh, Careers Lead**

Email: pugh.a@elmcourt.lambeth.sch.uk

Telephone: 0208 674 3412

4.2 Opportunities for access

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

	Autumn term	Spring term	Summer term
Year 7	Careers Focus Week PSHE Industry Insight Days	Careers Focus Week PSHE Workplace visit Industry Insight Days	Careers Focus Week PSHE Career Industry Workshops
Year 8	Careers Focus Week PSHE Industry Insight Days	Careers Focus Week PSHE LSBTC Assembly Industry Insight Days College Visit SBC Assembly	Careers Focus Week PSHE Career Industry Workshops Industry Insight Days
Year 9		Workplace visit	Workplace visit
	Careers Focus Week PSHE Careers Afternoon- Elm Court School Careers event Industry Insight Days	Careers Focus Week PSHE Workplace visit Visit to FE College Apprenticeship/T Level assemblies Industry Insight Days SBC Assembly	Careers Focus Week PSHE Year 10 options Event Workplace visit Industry Insight Days Careers Industry Workshops

Year 10	Careers Focus Week Careers lessons PSHE Workplace visit Careers Afternoon- Elm Court School Event Visit FE college Pathway options 1:1 meeting with Independent Careers Advisor	Careers Focus Week Careers lessons PSHE Workplace visit Industry Insight days Interview skills workshops Mock interviews with employers Employability workshops Apprenticeship/T Level assemblies SBC Assembly	Careers Focus Week Careers lessons PSHE Workplace visit Post 16 options event Achievement afternoon Careers lessons Careers workshop Work experience Industry Insight days Employability Programme
Year 11	Careers Focus Week Careers lessons PSHE Careers Afternoon- Elm Court School Event 1:1 meeting with Independent Careers Advisor	Careers Focus Week Careers lessons PSHE Apprenticeship/T Level assemblies Workplace visit Employability workshop “Back on Track “ Assembly	Careers Focus Week Careers lessons PSHE Industry Insight days Work experience Careers and Apprenticeship fairs CV Writing

		Interview skills workshop Mock interviews with Employers Visit FE colleges	
Year 12	Careers Focus Week Careers lessons Work Skills lessons Personal Development Careers Afternoon- Elm Court School Event 1:1 meeting with Independent Careers Advisor Social Enterprise Workshops Duke of Edinburgh	Careers Focus Week Career Lessons Work Skills lessons Personal Development Apprenticeship/T Level assemblies Interview skills workshop Mock interviews with an employer Personal Development Employability workshops Visit FE College Apprenticeship/T Level assemblies "Back on Track" Assembly Duke of Edinburgh	Careers Focus Week Career Lessons Work Skills lessons Personal Development Work experience Industry Insight days Careers and apprenticeship fair Social Enterprise Project Duke of Edinburgh

Year 13	Careers Focus Week Careers lessons Work Skills lessons Personal Development Careers Afternoon- Elm Court School Event 1:1 meeting with Independent Careers Advisor Duke of Edinburgh Social Enterprise Workshops	Careers Focus Week Careers lessons Work Skills lessons Personal Development Interview Skills workshop Mock interviews with employers Employability workshops "Back on Track" Assembly Duke of Edinburgh Visti FE Colleges SBC Assembly	Careers Focus Week Careers lessons Work Skills lessons Personal Development Work experience Industry Insight Days Careers and apprenticeship fair Duke of Edinburgh
	Social enterprise project	Social enterprise project Apprenticeship/T Level assemblies	Social enterprise project

Year 14	Careers Focus Week Careers lessons Work Skills lessons Personal Development Careers Afternoon- Elm Court School Event Social enterprise project 1:1 meeting with Independent Careers Advisor Social Enterprise Workshops Duke of Edinburgh	Careers Focus Week Careers lessons Work Skills lessons Personal Development Apprenticeship/T Level assemblies Visit FE College Employability workshops Social Enterprise Project Interview skills workshop Mock interviews with employers "Back on Track" Assembly Duke of Edinburgh	Careers Focus Week Careers lessons Work Skills lessons Personal Development Work experience Industry Insight days Careers and apprenticeship fair Social enterprise projects Duke of Edinburgh

4.3 Granting and refusing access

- All pupils will have access to these arrangements.
- Pupils with more complex educational difficulties who might need to be supported by a member of our staff.
- If a pupil treats any other pupil, member of staff or visitor disrespectfully, the Senior Leadership Team will have the right to withdraw them from the event or refuse access.

4.4 Safeguarding

Our safeguarding/child protection 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.

4.5 Premises and facilities

- Education and training providers are allowed to have access to most available rooms [including classrooms, hall, dining area, careers corner in the library and meeting room] and equipment [pupil laptops and interactive smart boards] at Elm Court School. Pupils who use extra visual or hearing support systems will be asked to continue using them during a provider's visit.
- Providers can request a specific area and specific equipment only prior to their visit confirmation. The member of staff who is dealing with this arrangement must check the availability of the room and equipment with the school office and confirm, or not, that the provider will have access to what they requested.
- Educational and training providers are allowed to leave prospectuses for pupils to read as long as these are approved by a member of the Senior Leadership Team.

5. Links to other policies

- Safeguarding/child protection policy
- Careers policy
- Curriculum policy

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Joanna Tarrant (Executive Headteacher) and Anne Marie Pugh (Careers Lead).

This policy will be reviewed by Anne Marie Pugh (Careers Lead) annually. At every review, the policy will be approved by the governing body.

Approved by the Governing Body: November 2026 V2

Review Date: November 2027