

Wetheringsett Manor School Provider Access Policy Statement

Date updated: September 2025

Rationale

High-quality careers education and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.

Commitment

Wetheringsett Manor School is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. Wetheringsett Manor School is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

Wetheringsett Manor School endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

Aims

Wetheringsett Manor School's policy for Access to other education and training providers has the following aims:

To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.

To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.

To reduce dropout from courses and avoid the risk of students becoming NEET (Young people not in education, employment or training).

Student Entitlement

Wetheringsett Manor School fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training and apprenticeships. The school will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships. This will be done in assemblies in

National Apprenticeship Week and National Careers Week, in addition to providers attending careers events at school.

Development

This policy has been developed and is reviewed annually by the Deputy Head and Careers Leader and Headteacher (Kay Park and Mark Jeffries) based on current good practice guidelines by the Department for Education.

Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

Equality and Diversity

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. Wetheringsett Manor School is committed to encouraging all students to make decisions about their future based on impartial information.

Opportunities for Access

	Autumn Term	Spring Term	Summer Term
Year 7	Careers Term Assemblies Employer engagement Careers guidance Personal Development Day	Assemblies Employer engagement National Careers Week STEM Day	Careers education/ Financial and Economic Wellbeing Assemblies Enterprise Day Employer engagement
Year 8	Careers Term Assemblies Employer engagement Careers guidance Personal Development Day	Assemblies Employer engagement National Careers Week STEM Day	Careers education/ Financial and Economic Wellbeing Assemblies Enterprise Day Employer engagement
Year 9	Careers Term Assemblies Employer engagement Careers guidance Personal Development Day Work Experience	Assemblies Employer engagement National Careers Week STEM Day Work Experience	Careers education/ Financial and Economic Wellbeing Assemblies Enterprise Day Employer engagement Work Experience <i>Legislation requires encounters to take place by 28 February if in year 9*</i>
Year 10	Careers Term Assemblies Employer engagement 1:1 Careers guidance Personal Development Day Work Experience	National Apprenticeship Week Apprenticeships Fair Careers Fair National Careers Week Work Experience Employer engagement	Careers education/ Financial and Economic Wellbeing Assemblies Enterprise Day Employer engagement Work Experience
Year 11	Careers Term Assemblies Employer engagement 1:1 Careers guidance Personal Development Day Work Experience Open Events/visits	National Apprenticeship Week Apprenticeships Fair Careers Fair National Careers Week Work Experience Employer engagement	Careers education/ Financial and Economic Wellbeing Assemblies Enterprise Day Employer engagement Transition Days Work Experience <i>Legislation requires encounters to take place by 28 February if in year 11*</i>

*This applies to required encounters. We believe that our students still need to encounter the workplace as well as FE settings in an ongoing manner until they leave our provision, so we will continue to allow encounters as appropriate.

Requests for access

Requests for access should be directed to Kay Park, Careers Leader. Kay Park may be contacted by telephone or email, kay.park@wetheringsettmanor.co.uk, Tel 07423 704 345.

Grounds for granting requests for access

Access will be given for providers to attend during school assemblies, timetabled Careers or PSHE lessons, and Careers or Raising Aspirations events that Wetheringsett Manor School is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with Outcomes First Group.

Details of premises or facilities to be provided to a person who is given access

Wetheringsett Manor School will provide an appropriate room or assembly hall to be agreed. All rooms have computers, projectors and screens provided. Computer rooms can also be arranged. The Careers Leader or Careers Adviser will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a member of the Careers Team who will facilitate.

Live/Virtual encounters

Wetheringsett Manor School will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly areas. Technology checks in advance will be required to ensure the compatibility of systems.

Parents and Carers

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers.

Management

The Careers Leader coordinates all provider requests and is responsible to her senior management line manager.

Complaints Procedure

Any complaints about this policy should be raised to *Kay Park* email:
mark.jeffries@wetheringsettmanor.co.uk

Kay Park will raise the complaint to Mark Jeffries, Headteacher of Wetheringsett Manor School.

Monitoring review and evaluation

The Policy is monitored and evaluated annually via the Senior Leadership Team.

Policy Coordinator: Mark Jeffries

Appendix

Providers who have been invited into Wetheringsett Manor School/trips to them to date include:

St Giles Trust

Access Create College

RAF

Smurffit Kappa

A&H Autos

Suffolk New College

Access Create

Ipswich Future Skills Fair

Valeo Foods

West Suffolk College

ASK Apprenticeships

ITFC

University of Cambridge

The Regal Cinema

The White Horse Inn

Easton College

Suez Recycling Recovery & Waste

Norwich Magistrates

Nova Training College

SIS Sheds

Crucial Crew

The Mix

Stonham Barns

BMW

Cancer Research

Shell

Basecamp

Destinations of previous pupils from Wetheringsett Manor School include:

Norwich City College

Grantham College

Cambridge Institute

Nova Training

Lapwing

Kings InterHigh