

Provider Access Policy Statement

Kemball School – Orchard Community Trust

Date updated: September 2025

Introduction

This policy statement sets out how Kemball School manages the access of education and training providers to our pupils, so that they can learn about the full range of opportunities available to them. This is in line with our legal obligations under Section 42B of the Education Act 1997.

Rationale

High-quality careers education and guidance is vital in helping young people prepare for the future. It gives them a clear understanding of the world of work, the skills they will need, and the different routes to jobs and careers they may find exciting and rewarding. Good careers guidance also supports pupils to develop confidence, independence, and decision-making skills, so they can make positive choices for their future.

With the number of apprenticeships and technical pathways such as T-Levels and Higher Technical Qualifications continuing to grow, it is important that all young people have access to clear, up-to-date information about the options open to them at post-16 and post-18.

At Kemball, we also recognise the barriers our pupils face due to their wide range of needs. Our careers plan is designed to support aspirations, celebrate strengths, and advocate for our pupils, while helping them to build self-esteem and see the value of their unique skills.

Commitment

Kemball School is committed to ensuring that a wide range of education and training providers can meet with our pupils to share information about apprenticeships, technical qualifications, and other pathways. We know how important it is that pupils are given every chance to explore their options and make informed choices about their next steps.

We are also mindful of our responsibility to make sure students can progress successfully into education, training, or employment, helping them to achieve their goals while supporting the wider community and economy.

Our careers programme makes sure pupils and their families are aware of all the routes available, in line with the “Baker Clause” (Department for Education, 2021) and the Provider Access Legislation (2023).

Aims

Our policy for access to education and training providers has the following aims:

- To develop pupils' knowledge and awareness of the different career pathways available, including technical qualifications and apprenticeships.
- To support pupils to learn more about education, training, and employment opportunities before making important decisions about their future.
- To reduce the risk of pupils dropping out of courses and to help prevent them from becoming NEET (Not in Education, Employment, or Training).

Meaningful Provider Encounters

A "meaningful encounter" is one meeting or session between pupils and a provider. We are committed to making sure encounters are purposeful and beneficial, using the *Making it Meaningful* checklist to guide us.

We are also open to online engagement, giving flexibility for providers who can offer live sessions virtually.

Previous Providers

In recent years, we have welcomed providers from across the local area, including:

- Newfriars College
- Abbey Hill College
- Regent College
- Strathmore College
- Achieve Training
- Port Vale Foundation
- Landau Training

Future Providers

We are keen to expand opportunities further and are working with a range of new providers, such as:

- Stephen Rushton – TB Solutions
- Newcastle College
- Stoke College
- Reaseheath College
- The Spark Group

Additional Careers Talks and Workplace Encounters

Our pupils also benefit from engaging with employers and community organisations, including:

- Severn Trent Water
- Cornerstone Construction
- DHL
- Stoke City
- City Farm
- Furry Friends
- Community Café
- Dresden House
- Blurton Community Hub
- Department for Work and Pensions
- Careers and Enterprise Company
- Carse and Waterman (Digital Media)

Destinations of Pupils

Last year, our Year 11 pupils moved on to a range of destinations, including:

- Newfriars College – 9
- Abbey Hill College – 8
- Newcastle College – 1
- Kemball School (post-16) – 2
- Regent College – 0
- Strathmore College – 0

Management of Provider Access Requests

Procedure

Providers who would like to request access should contact:

Emily Buttery, Assistant Head / Careers Lead

emily.buttery@kemball.orchardct.org.uk

Opportunities for Access

Kemball School offers the six provider encounters required by law, alongside a range of additional events built into our careers programme. Providers are welcome to attend in person to meet pupils and parents/carers, or to deliver sessions online.

Please contact our Careers Leader to agree the most suitable opportunity.

Careers Plan for 2025–26

Our careers plan is a working document and will continue to develop throughout the academic year. It will reflect both statutory requirements and the needs and aspirations of our pupils, always with the aim of preparing them for life beyond Kemball School.

	Autumn Term	Spring Term	Summer Term
Whole school	Curriculum links to careers throughout the curriculum and taking opportunities to talk about careers as much as possible Focus on life skills Internal transitions within school		
Progression	Parent invitations sent out for Abbey Hill and Newfriars open days Functional coffee morning – information about next steps Newfriars parents SEND event – invitations sent out March / Summer enterprise project		
Functional	Functional coffee morning – information about next steps Abbey Hill transition days (Abbey Hill pupils only) Newfriars tours (all Functional) Post 16 destination decided during annual review Careers linked curriculum, Options, D of E , Life skills and Functional Skills. DWP sessions	Port Vale Skills Builder D of E volunteering March careers event Interview training (ES and CS) Career activities Careers linked curriculum, Options, D of E , Life skills and Functional Skills. Visitors from external and internal vocations to discuss their DWP Lora Talk	Internal transitions within school Summer enterprise project - Port Vale Transition days to Post 16 provisions Careers linked curriculum, Options, D of E , Life skills and Functional Skills. Workplace encounter visits -TBC

Maple and Coalport 3	Coffee morning and show case Maple and Coalport Café ASDAN Personal Progress Post 16 destination decided	Coffee morning and show case Maple and Coalport Café ASDAN Personal Progress	Coffee morning and show case Maple and Coalport Café ASDAN Personal Progress Transition days to Post 16 provisions Summer enterprise project
----------------------	---	--	--

Equality, Diversity and SEND

At Kemball School, we are committed to ensuring that every pupil has access to impartial information about further education, training, and apprenticeship opportunities. Careers learning is accessible to all and adapted to meet individual needs. Staff use their knowledge of pupils to provide differentiated activities and tasks, ensuring that every young person can engage meaningfully in careers education and develop their skills with confidence.

Requests for Access

Providers who would like to request access should contact:

Emily Buttery, Careers Leader

emily.buttery@kemball.orchardct.org.uk

01782 883120

Grounds for Granting Requests

Access may be granted for providers to attend:

- School assemblies
- Timetabled Careers or Life lessons
- Careers or Raising Aspirations events organised by Kemball School

Students may also be invited to visit external providers as part of organised trips in partnership with the school.

Premises and Facilities

We will provide appropriate spaces for provider sessions, such as classrooms, the main hall, or private meeting rooms, depending on the activity. All rooms are equipped with computers, projectors, and screens.

The Careers Leader will liaise with providers to ensure facilities meet the needs of the session and its audience.

Providers are also welcome to leave copies of prospectuses, brochures, or other relevant materials for pupils and parents/carers.

Safeguarding

- Appropriate safeguarding checks will always be carried out.
- If providers hold an up-to-date DBS certificate, they are asked to bring it with them.
- Providers will not be left unsupervised with pupils; staff will support at all times.

Live / Virtual Encounters

Where appropriate, providers may deliver live online sessions, which can be streamed into classrooms or the school hall. If this format is not suitable for learners, we will request in-person sessions.

Parents and Carers

Parental involvement is central to every aspect of our careers programme. Parents and carers may be invited to attend certain talks or events, and they will be informed via Dojo when opportunities are open to both pupils and families.

Approval and Review

- **Approved by Governors:** Liz Smith (Careers Link Governor)
- **Next Review:** September 2027

Complaints Procedure

Any complaints regarding this policy should be raised with:

Emily Buttery, Careers Leader

emily.buttery@kemball.orchardct.org.uk

Emily Buttery will escalate complaints to **Lisa Hughes, Headteacher of Kemball School** if necessary.

Monitoring, Review and Evaluation

This policy is monitored and evaluated annually by the Careers Leader and the Senior Leadership Team to ensure it remains effective and responsive to the needs of pupils.

Policy Coordinator: Emily Buttery

Policy Reviewed: September 2027

