Humberston Park School

...engaging children in creative and enjoyable learning that is of functional value to them now and in the future.

Inclusiveness, Independence & Enjoyment

Provider Access Legislation (PAL) Policy

Approved by:	Trustees	**Date:**	February 2025
Last reviewed on:	February 2025		
Next review due by:	February 2026		
Responsibility:	Tracey Robinson, Careers Coordinator Jessica Dawes, Phase Coordinator [Secondary & 16-19]		

Provider Access Legislation Policy (PAL)

Access for colleges, training providers, employment encounters and all other post 16 providers, including technical, vocational and academic routes and apprenticeships
Updated February 2025

This policy statement sets out the arrangements for managing the access of providers to students 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.

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

Rationale

Humberston Park School aims to provide high quality careers education and guidance, critical to young people's futures.
It will support students to prepare for Further Education and 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 will support students to acquire the self-development and career management skills they need to achieve positive employment destinations.
It will support students, parents and carers to make knowledgeable decisions regarding individual student's pathways, focused on improving life opportunities and contribute to a productive and successful economy.

Intent

Humberston Park School will work with range of local providers, through open events, networking meetings, group discussions and taster events; information will be shared between students/parents/carers and other facilities to ensure maximum transition support.

In line with the Provider Access Legislation, January 2023, Humberston Park School supports and will provide a minimum of six encounters for all students with post-16 providers.

Implementation

Humberston Park School will meet the legal requirement of four provider encounters as follows:

Year 8 or 9 Two encounters for students that are mandatory for all to attend.
Year 10 or 11 Two encounters for students that are mandatory for all to attend.
Provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time.

Impacts of Humberston Park School Careers Programme.

- Students will be provided with opportunity to participate in work experiences where it is deemed beneficial and safe for them to do so. This is not restricted to internal work experiences.
- Humberston Park School will provide insights into providers, including the opportunity to meet staff and students from the provider, through arranged taster days and educational visits.
- Humberston Park School will answer questions from all students, to support their transition to FE providers. Working alongside FE providers, parents and carers.

Humberston Park defines an encounter as at least 30 minutes during the school day. The school days runs from 9:00 a.m. until 2:50 p.m.

Humberston Park School will work with providers directly when planning and organising key career related events throughout the school year such as school assemblies, webinars within the curriculum, including live events, careers engagement events.

Meaningful encounters will be planned and implemented using the CEC Making it meaningful checklist.

The quality and impact of careers provision at Humberston Park School is monitored by our Careers Leader, Phase coordinator - Senior Leadership Team and Compass+ auditing.

Previous destinations of our students

These providers included:
- **Linkage college**
- **Linkage choices**
- **Cromwell house**
- **The Rock foundation**

Students, parents and Carers are encouraged and advised to visit and research FE providers as part of the transition plans.

Access and opportunity to engage with technical, vocational and training providers will form part of this process.

Humberston Park School has a range of facilities available for providers to use in support of our careers programme. This includes a school hall, classrooms, I.T.
facilities – computers and big screens, community inclusion opportunities, outdoor space and parental permissions for students to participate in online learning platforms.
Providers will be provided with opportunities to be supported in their delivery of carers/workplace information to ensure all students can access the opportunity taking into account individual student's needs – supporting resources can be but restricted to – power points, visual aids and supporting equipment's where it is necessary for a student to participate in any encounter.

Provider access requests

All requests made by providers should be emailed to: -
Name of Careers Leader: - Tracey Robinson
Careers Leader email address: - robinsont@hpark.org.uk
Alternatively requests can also be made via the school office
– Email – office@hpark.org.uk or TEL: 01472 590645

Granting Requests and Refusal of Requests

Once your request has been submitted, Humberston Park School Careers Leader will respond to you within 10 working days. All requests will be given due consideration by the Careers Leader and Senior Leadership Team.

• Humberston Park School will keep a log of all provider requests for access and the outcomes and record on Compass+ to support the delivery and evaluation of the careers programme.

Opportunities for access

Humberston Park School offers the four provider encounters required by law and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to students and students will have access to research into providers available to them.

Complaints Procedure
Any complaints about this policy should be raised to Jessica Dawes, Phase Coordinator, Secondary & 16-19,

office@hpark.org.uk

The Phase Coordinator will raise the complaint to Richard Gargon, Headteacher.

Monitoring review and evaluation

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

Policy Coordinator: Tracey Robinson CTL 16-19, careers Co-ordinator

Policy Reviewed: February 2025