



Suffolk
New
College

Suffolk New College: Provider Access Policy Statement

Ownership: Suffolk New College

Date updated: March 2023

Policy Coordinator: Kayleigh Norris

Policy Reviewed: September 2023

Next Review: September 2024

Rationale

High quality careers education and guidance in college is critical to learner'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 learners 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-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.

Commitment

Suffolk New College is committed to ensuring there is an opportunity for a range of education and training providers to access learners, for the purpose of informing them about approved technical education qualifications and apprenticeships. Suffolk New College is fully aware of the responsibility to set learners 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.

Suffolk New College 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).

Suffolk New College proactively seeks to build relationships with apprenticeship providers, universities and employers as we plan our careers programme and project activities throughout the academic year to ensure all our learners have access to the most current and up to date careers information at key transition points and that providers have multiple opportunities to speak to learners and their parents across their time at Suffolk New College to offer information on vocational, technical, T-levels, apprenticeship and higher level qualifications and pathways. Suffolk New College ensures that their staff involved in delivering careers information are up to date with their knowledge through a programme of Continuing Professional Development.

Aims

Suffolk New College policy for Access to other education and training providers has the following aims:

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

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

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

Learner Entitlement

Suffolk New College fully supports the statutory requirement for learners to have direct access to other providers of further education training, technical training and apprenticeships. The college will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships to provide learners with the opportunity to assess these. This shall be held during National Apprenticeship week, where we have a range of activities taking place in sessions and our apprenticeship fair. Throughout the academic year learners also have the opportunity to have encounters with employers within the curriculum.

We have a range of flexible programmes to ensure our learners and parents have access to a full careers programme of information through our website, EPass, Steps to Success, employer workshops and work experience/industry placements. Any provider is welcome to contact us to discuss what they can provide for our learners and how we can best accommodate your support. Example activities include: Careers talks, Careers Fairs, World of Work Preparation, demonstrations of industry standard practice, virtual activities, work place tours, mock Interviews and employability skills. We also invite you to actively participate in our curriculum developments, so that we can ensure we are preparing our learners effectively for your industry.

Provider Engagement

Any provider wishing to access or provide IAG to our learners as part of our careers programme will be supported by our teaching staff throughout their visit and never left unattended. We will make available appropriate resources to support provider presentations, which will be discussed and agreed in advance to ensure material meets our quality assurances and security measures. Providers are welcome to leave copies of their prospectus' or course literature and we will distribute them to relevant learners and have them available in our learning curve. Learners can drop in to the learning curve to access this information or will be provided relevant information as part of their careers guidance. We will promote and distribute details of careers and apprenticeship literature and vacancies to all relevant learners and parents.

Employers We Work With

We work with various employers who provide opportunities for our learners to develop their knowledge about industry. We have also developed our formal Industry Partner program our industry partners are actively involved in cross-college career activities, providing valuable insight into industry trends and demands. Our partners also inform and shape our curriculum, ensuring that our learners are equipped with the skills and knowledge that are most relevant to the industry. You can view our Industry Partners here: <https://www.suffolk.ac.uk/employers/industry-partners/>

Development

This policy has been developed and is reviewed annually by the Head of Careers and Adult Personal Development (Kayleigh Norris) 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 Learners to access information about other providers of further education and apprenticeships. Suffolk New College is committed to encouraging all Learners to make decisions about their future based on impartial information.

Requests for access

Requests for access should be directed to **Kayleigh Norris**, Head of Careers and Adult Personal Development. **Kayleigh Norris** may be contacted by telephone or email, kayleighnorris@suffolk.ac.uk

Grounds for granting requests for access

Access will be given for providers to attend during college careers events and curriculum based events that Suffolk New College is arranging. Learners may also travel to visit another provider as part of the trip to be organised in partnership with Suffolk New College.

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

Suffolk New College will provide an appropriate room to be agreed. Computer rooms can also be arranged. The member of staff arranging this activity shall work 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 Team.

Live/Virtual encounters

Suffolk New College will consider live online encounters with providers where requested, and these may be broadcast into classrooms. Technology checks in advance will be required to ensure 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 Head of Careers or Suffolk New College staff member arranging the activity shall coordinate all provider requests and is responsible to their senior management line manager.

Complaints Procedure

Please refer to our Compliments & Complaints policy: <https://www.suffolk.ac.uk/about/contact-us/compliments-complaints/>

Monitoring review and evaluation

The Policy is monitored and evaluated annually via the Head of Careers and Adult Personal Development.