



Provider Access Statement OA-Tunbridge Wells

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Olive Academies (OA) Trust understands the duty to provide pupils in Years 8-13 with access to providers of post-14, post-16 and post-18 education and training. This statement sets out how OA manage access requests from these providers.

WHAT ARE PUPILS ENTITLED TO?

In line with the DfE's '[Careers guidance and access for education and training providers](#)', OA will ensure that all pupils, regardless of background or needs, can access provider encounters and encounters are made accessible to pupils with SEND.

Pupils in Years 8 to 13 are entitled to:

- Learn more about technical education qualifications and apprenticeship opportunities as part of a careers programme which informs pupils of the full range of education and training options available to them at each transition point.
- Hear from a range of local providers about the opportunities on offer, for example, technical education and apprenticeships – this will be achieved through group discussions, professional visitors, career lessons, and taster events.
- Understand how to apply to the full range of academic and technical courses available to them.

All pupils in Years 8 to 13 will receive at least **six encounters** with accredited providers of technical education and apprenticeships. As a minimum, OA will provide:

- Two encounters that are mandatory for all pupils to attend that take place any time during year 8 or between 1 September and 28 February during year 9.
- Two encounters that are mandatory for all pupils to attend that take place any time during year 10 or between 1 September and 28 February during year 11.

As OA do not have pupils in year 12-13 the final two encounters will be delivered by their post-16 providers.

What opportunities are provided to allow access to pupils?

Via the school careers programme and Preparation for Adulthood, OA offer providers numerous opportunities throughout the school year to speak to pupils and/or their parents. These sessions will be scheduled during the academy's standard opening hours.

The academy offers the six provider encounters that are legally required – these are marked with bold text below – and a number of additional events.

We use the [Making it Meaningful checklist](#) from the Careers & Enterprise Company to help us ensure we provide meaningful encounters for all pupils.

A number of events, integrated into the academy's annual careers programme, will offer providers an opportunity to come into the academy to speak to pupils and/or their parents:

ANNUAL PROGRAMME

Year	Autumn Term	Spring Term	Summer Term
Year 9	Life skills –tutor group opportunities	Life Skills – work experience preparation sessions	Provision of careers advice and targeted support from The Education People.
Year 10	Life Skills – work experience preparation sessions	Life Skills – work experience preparation sessions	Provision of careers advice and targeted support from The Education People.
Year 11	Life Skills – tutor group activities on opportunities at 16	Post 16 evening Post 16 taster sessions	Provision of careers advice and targeted support from The Education people

During these sessions, at a minimum, providers will be given enough time to:

- Share information about the provider and the approved technical qualifications and apprenticeships they offer.
- Explain what career routes these qualifications and apprenticeships could lead to.
- Provide insights into what it might be like to learn or train with that provider.
- Answer pupils' questions.

WHICH PROVIDERS HAVE PREVIOUSLY BEEN INVITED TO THE SCHOOL?

In previous terms and academic years, the academy has invited the following providers to speak to pupils:

- North Kent College
- The Education People
- Department of Work and Pensions (DWP)
- Bromley College
- The Army
- EMC Football Academy



Last year, our Year 11 pupils moved on to a range of providers in the local area after finishing at the academy:

- North Kent College
- Apprenticeships
- Employment including retail

WHO SHOULD PROVIDERS CONTACT TO DISCUSS EVENTS AND OPTIONS?

A provider wishing to request access should contact the academy office by Email: info.tunbridgewells@oliveacademies.org.uk. and mark for the attention of Katy Wright our careers officer.

Our [Child Protection and Safeguarding Policy](#) sets out OA's approach to allowing providers into academies to speak to our pupils.

WHAT ARE THE RULES FOR GRANTING AND REFUSING ACCESS REQUESTS?

We will grant access requests that meet the following criteria which have been checked by the Head of Academy, Tony Machin.

Criteria for granting access

The academy reserves the right to decline requests for a number of reasons, including (but not restricted to) the following:

- if such attendance would provide an imbalanced view of available provision (e.g. several apprenticeship providers at an event and no colleges)
- if the provider's input would not be relevant to a particular event
- if the request is not timely (e.g. students have already heard from similar providers during the year, or if they are involved in end of year exams)
- if the information is not seen to be in the best interest of pupils (e.g. if the provider is promoting a 'hard sell' of their provision, rather than enabling students to make an informed decision; or there are concerns about the ethics or quality of the provision).

In such cases, the Career Lead (who supports the delivery of impartial Careers Education, Information, Advice and Guidance [CEIAG] across the academy) would inform the provider of this decision and the reason why.

If the provider wishes to appeal this decision, they can contact the head of academy with overall responsibility for Careers & Employability at the academy. If the provider wishes to appeal the decision received, they should contact the Interim Director of Standards at OA central.

WHAT CAN PROVIDERS EXPECT ONCE A REQUEST HAS BEEN ACCEPTED?

Once OA have approved a provider, they will work with them to identify the best method for providing access to our pupils.



We will make the classrooms and private meeting rooms available to host discussions between providers and pupils. We will also make presentation equipment, available to providers.

Arrangements will be discussed in advance between our career lead and a nominated member of the provider's team.

Providers are welcome to leave a copy of their prospectus and other relevant course literature with the careers lead for distribution in the academy.

HOW ARE COMPLAINTS REGARDING PROVIDER ACCESS MANAGED?

If you have a complaint relating to the academy's provider access arrangements, you can raise it in line with the OA's Complaints Procedures Policy or you can contact The Careers and Enterprise Company directly on provideraccess@careersandenterprise.co.uk.

MONITORING ARRANGEMENTS

OA's arrangements for managing the access of education and training providers to students are monitored by the Interim Director of Standards who will also review this statement annually.

The Board of Trustees (via Education Performance and Standards committee) will approve changes to this statement.