

Name of School: West Sussex Alternative Provision College

(To include The Department of Education, July 2021: “Baker Clause” and the Provider Access Legislation, January 2023)

Date updated: September 2025

Rationale

High quality careers education and guidance in school 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

West Sussex Alternative Provision College is committed to promoting all pathways for our pupils to make informed and more confident decisions, 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. West Sussex Alternative Provision College 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.

West Sussex Provision 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).

Aims

West Sussex Alternative Provision College 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 improve engagement in curriculum and industry-based learning and reduce the risk of students becoming NEET (Young people not in education, employment or training).

Student Entitlement

West Sussex Alternative Provision College 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, providing at least two encounters for Year 8-9, two encounters for Year 10-11 and two encounters for Year 12-13. This will be done in assemblies, site visits, careers events such as TeenTech and the Big Bang event, and workshops throughout the academic year.

Encounters will be meaningful and will provide:

Information about the provider and the technical education qualifications or apprenticeships they provide.

Information about the careers that the technical qualifications and apprenticeships lead.

A description of what learning or training with the provider is like.

Responses to questions from pupils about the provider or the technical qualifications and apprenticeships.

Development

This policy has been developed and is reviewed annually by the Careers Leader and Executive Head Teacher 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. West Sussex Alternative Provision College is committed to encouraging all students to make decisions about their future based on impartial information.

Requests for access

Requests for access should be directed to our Careers Leader via telephone or email, hr@wsapc.co.uk, Tel: 01444 232771

Grounds for granting requests for access

We actively encourage providers to deliver careers sessions in person. Access will be given for providers to attend during school assemblies, workshops and careers events that West Sussex Alternative Provision College is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with West Sussex Alternative Provision College.

Opportunities for access

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers. Throughout an academic year pupils will have contact with employers and training providers through the Enterprise Adviser Network with the Careers and Enterprise Company and hear about apprenticeship opportunities through ASK Apprenticeships.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

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

West Sussex Alternative Provision College 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 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 the Careers Lead or a designated member of the staff team.

Providers are welcome to leave copies of their prospectuses with the school staff and/or Careers Lead.



Live/Virtual encounters

West Sussex Alternative Provision College will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

Parents and Carers

Parents and Carers are supported to develop the knowledge and understanding of the available training routes at key transition points. This information is via regular careers bulletins, parents' evenings, options information sessions and coffee mornings.

Management

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

Monitoring review and evaluation

The Policy is monitored and renewed every 3 years in agreement with the Senior Leadership Team.

Policy Coordinator: Sue Daniel

Policy Reviewed: September 2025

Policy due for renewal: September 2028

Appendix:**Training Partners who we work with:**

- Gatwick
- Steve Willis
- Thakeham Homes
- Chichester College Group
- Plumpton College
- DV8 Sussex



- Camelia Botnar
- Amazing Apprenticeships
- Sussex Apprenticeship Bootcamp
- TeenTech (various providers)
- Chichester University

Destinations of previous pupils from West Sussex Alternative Provision College:

- Apprenticeships
- Chichester College
- Crawley College
- East Surrey College
- Collyers
- Northbrook College
- Camelia Botnar
- DICE Boxing
- Plumpton College
- Brinsbury College

