



**Bramfield House
School**

Bramfield School: Provider Access Policy Statement

Policy Coordinator: Sarah Kett

Policy Reviewed: September 2026

Due for Future Review: September 2027

Rationale

High quality careers education and guidance in school or college 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 including wider technical education options such as T-Levels.

Commitment

Bramfield House School is committed to 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. Bramfield House School 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.

Bramfield House School 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

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

Student Entitlement

Bramfield House School 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 four encounters with providers of approved technical education qualifications or apprenticeships. This will be done in assemblies in National Apprenticeship Week and National Careers Week, in addition to providers attending careers events at school.

- Year 8-9 two encounters for students that are mandatory for all to attend
- Year 10-11 two encounters for students that are mandatory for all to attend

Alongside this, students will be provided with opportunities to attend:

- Year 7-9 five days work experience encounters or 25 hours
- Year 10-11 equivalent five days work experience placement or 25 hours

Development

This policy has been developed and is reviewed annually by the Careers Leader and Assistant Headteacher 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 providers of further education and apprenticeships. Bramfield House School is committed to encouraging all students to make decisions about their future based on impartial information.

Opportunities for Access

	Autumn Term	Spring Term	Summer Term
Year 7	Assemblies Employer engagement Provider Visits Green Careers Week	Assemblies Employer engagement National Careers Week National Apprenticeship Week Key Stage 3 Careers Workshop	Assemblies Employer engagement
Year 8	Assemblies Employer engagement Provider Visits FE talks Green Careers Week	Assemblies Employer engagement National Careers Week National Apprenticeship Week Key Stage 3 Careers Workshop	Assemblies Employer engagement
Year 9	Assemblies Employer engagement Open Events Provider Visits FE talks Green Careers Week	Assemblies Employer engagement National Careers Week Careers Fair National Apprenticeship Week Key Stage 3 Careers Workshop 1:1 Careers Guidance	Assemblies Employer engagement
Year 10	Assemblies Employer engagement Work Experience	Assemblies Employer engagement National Careers Week	Assemblies Employer engagement Work Experience

	Open Events Provider Visits FE talks Green Careers Week College Tours	Work Experience Careers Fair FE talks 1:1 Careers guidance National Apprenticeship Week	
Year 11	Assemblies Employer engagement 1:1 Careers guidance Work Experience Open Events Provider Visits FE talks Green Careers Week College Tours	Assemblies Employer engagement National Careers Week Work Experience Careers Fair FE talks National Apprenticeship Week	Assemblies Employer engagement Work Experience 1:1 Careers Guidance

Requests for access

Requests for access should be directed to Sarah Kett, Inclusion Lead Practitioner, Careers Leader and Exams Officer. Sarah may be contacted by telephone or email, sarah.kett@bramfieldhouse.co.uk, Tel 01986 784235.

Grounds for granting requests for access

Access will be given for providers to attend during school assemblies, timetabled Careers, PSHE or Life Skills lessons and Careers or Raising Aspirations events that Bramfield House School is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with Outcomes First Group.

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

Bramfield House School will provide an appropriate room to be agreed. All rooms have computers, projectors and screens provided. Computer rooms can also be arranged. The Careers Lead 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 a member of the Careers Team who will facilitate.

Live/Virtual encounters

Bramfield House School will consider live online encounters with providers where requested, and these may be broadcast into classrooms or in the main hall. 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 Careers Leader coordinates all provider requests and is responsible to her senior management line manager.

Complaints Procedure

Any complaints about this policy should be raised to Sarah Kett, email: sarah.kett@bramfieldhouse.co.uk

Sarah Kett will raise the complaint to Leigh Bailey, Headteacher of Bramfield House School.

Monitoring review and evaluation

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

Appendix

Providers who have been invited into Bramfield House School/trips to date include:

- East Coast College Lowestoft
- East Coast College Yarmouth
- City College Norwich
- Easton College
- Access Creative College
- Suffolk New College Ipswich
- On the Coast Halesworth
- West Suffolk College
- The British Army
- Gressingham Food
- Apprenticeships New Anglia
- Fire Service
- Police Force
- Siemens Engineering
- National History Museum
- University of East Anglia (UEA)
- Century Training Academy
- EACH Charity Shop
- Beech House Residential Home
- Hammonds
- AtkinsRéalis
- NFU
- Sizewell B

Destinations of previous Bramfield House Pupils to date include:

- East Coast College Lowestoft
- East Coast College Yarmouth
- Paston College
- City College Norwich
- Suffolk One
- Easton College
- St. Eds
- West Suffolk College
- Suffolk New College
- Otley College
- ACE (Action Community Enterprise)
- Lotus Apprenticeship
- ECR Apprenticeship