



Policy statement on Provider Access

1 Scope

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purposes 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.

2 Requirements

Student entitlement

Students in years 8-13 are entitled:

- To find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point.
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through information evenings, visits, and specially arranged events during the school day to ensure full participation, assemblies and group discussions.
- To understand how to make applications for the full range of academic and technical courses.
- All students in Year 10 and 12 are expected to participate in work experience placements.

Management of provider access requests

Procedure

A provider wishing to request access should contact Assistant Principal for Enrichment (Yr8-11), and Vice Principal for 6th form (Yr12-13) or the school careers coordinator.

Telephone: 01626 774091

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:

	Autumn Term	Spring Term	Summer Term
Year 8		Careers South west –Careers workshop to include apprenticeship information. KS4 options evening.	
Year 9		Career convention bi annually-wide range of providers including apprenticeships NSSW, Universities, and employers. Enterprise day-Planning a 1 day festival	
Year 10	Life Skills – work experience preparation sessions NSSW- presentation by the Barbican Theatre group-Next steps Enrichment day-led by NSSW including apprenticeship information and opportunities	Careers Convention bi-annually wide range of providers including apprenticeships, NSSW, Universities, and employers. Work experience preparation sessions-CV Mock interviews with local employers. Individual interviews with SLT to consider future plans.	Work experience week and follow up debrief.
Year 11	Assemblies on opportunities at 16 Assembly-post 16 choices.	Careers Convention bi-annually wide range of providers including apprenticeships, NSSW, Universities, and employers. Post 16 evening. Individual interviews re post 16 intentions. Post 16 information evening and assemblies NSSW- presentation by the Barbican Theatre group-Next steps	
Year 12	Higher Education Fair Visits to appropriate employers, providers as available ie Torbay Hospital Unifrog introduction including how to access apprenticeship vacancies etc.	Careers convention bi annually-wide range of providers including apprenticeships, NSSW, Universities, and employers. Small group sessions: future education, training and employment options. Higher Education Fair-Westpoint, Exeter. Visit to Plymouth University or Apprenticeship workshop	Small group sessions: future education, training and employment options NSSW- presentation by the Barbican Theatre group-Next steps University life talk including Russell group-Cardiff met

	Autumn Term	Spring Term	Summer Term
		Employability –including CV and interview with local employer.	
Year 13	– HE applications workshops Visits to appropriate employers, providers as available ie Torbay Hospital	Apprenticeship fair-Westpoint, Exeter Careers convention bi annually-wide range of providers including apprenticeships, NSSW, Universities, and employers. Apprenticeship workshop Student Finance and budgeting-Cardiff met University	

The school policy on safeguarding and the schools visitors' policy sets out the school's approach to allowing providers into school as visitors to talk to our students.

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with our careers leader who will ensure it is available in the school library or Sixth Form Centre as appropriate. The Library is available to all students at lunch, break times and after school. Sixth form students have open access to resources in the Sixth Form Centre.

3 Key Terms and Definitions

ACRONYM	TERM	DEFINITION
None		

Amendment Record

VERSION #	DATE	AMENDED BY	NATURE OF CHANGE
002	21/03/2019	RW	Change of contact details