

PROVIDER ACCESS POLICY

Introduction

This policy statement sets out the Academy's arrangements for managing the access of providers to students at the Academy for the purpose of giving them information about the provider's education or training offer. This complies with the Academy's legal obligations under Section 42B of the Education Act 1997.

Student Entitlement

Students in years 8-11 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 options' evenings, assemblies, group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

Procedure

A provider wishing to request access should contact the Academy via telephone: 01606 333300 or email: head@leftwichhigh.com

Opportunities for access

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

	Autumn Term	Spring Term	Summer Term
Year 8	<ul style="list-style-type: none"> • Introduction to Careers' Education Unit 		<ul style="list-style-type: none"> • Media Arts' Day
Year 9	<ul style="list-style-type: none"> • Careers' Management Unit • Careers' Fair 	<ul style="list-style-type: none"> • Year 9 Electives' Evening supported by local representatives from post-16 providers for IAG • Year 9 Electives' Interviews 	<ul style="list-style-type: none"> • Post-16 Destinations' visits • Media Arts' Day
Year 10	<ul style="list-style-type: none"> • Careers' Fair 	<ul style="list-style-type: none"> • Mock Interview Unit and Mock Interview Day • Post-16 Assemblies • On-going Careers' Interviews with Careers' Advisor 	<ul style="list-style-type: none"> • Careers' Education Unit • Year 10 Taster Days to Post-16 providers • Media Arts' Day • On-going Careers' Interviews with Careers' Advisor

Year 11	<ul style="list-style-type: none"> • Careers' Fair • Post 16 Destination Assemblies • Apprenticeships' Workshop (Delivered by Careers' Advisor) • Year 11 GCSE Information Evening 	<ul style="list-style-type: none"> • On-going Careers' Interviews with Careers' Advisor • Ongoing consideration of post-16 options as part of the "Education for Life" scheme of learning 	
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The Academy's policy on Safeguarding <http://www.leftwichhigh.com/policies.html> sets out the Academy's approach to allowing providers into school as visitors to talk to our students.

Premises and facilities

The Academy will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The Academy 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 or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at Reception, so that it can be placed in the Careers' Resource Centre, which is managed by the Academy's librarian. The Resource Centre is available to all students at lunch and break times.

Approved at Student Progress & Achievement Committee: 6th February 2018

Review Date: Spring Term 2019

This document is part of the group which include Education for Life, Information, Advice & Guidance, Sex Education and Literacy Policies.