

# 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](mailto: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:

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

|                |   |   |  |
|----------------|---|---|--|
| <b>Year 11</b> | <ul style="list-style-type: none"> <li>• Careers Fair</li> <li>• Post 16 Destination Assemblies</li> <li>• Apprenticeships Workshop (Delivered by Careers Advisor)</li> <li>• Year 11 GCSE Information Evening</li> <li>• Interview with Careers Leader for support with Post-16 application</li> </ul> | <ul style="list-style-type: none"> <li>• On-going Careers Interviews with Careers Advisor</li> <li>• Ongoing consideration of post-16 options as part of the “Education for Life” scheme of learning</li> </ul> |  |
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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: 5<sup>th</sup> February 2019

Review Date: Spring Term 2020

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