



Provider Access Policy

Head Teacher **Paul McLean** **Signed.....**

Chair of Governors **Doug Thomson** **Signed.....**

Date of Issue: June 2021

Review Date June 2022

Introduction

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.

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 transition events, assemblies and 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 Victoria McDermott Assistant Head Teacher and Careers Leader

Telephone: 01642 483009

Email: vmcdermott@khs.rac.sch.uk

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
Entry secondary	Event for technical courses	Life skills - assembly and tutor group opportunities	Life skills - assembly and tutor group opportunities
2nd year secondary	Employers event 'Networking market stalls' event with providers/employers colleges		
3rd year secondary	Life Skills - work experience	FE options event - learners to look at	Life skills - assembly and tutor group

	Autumn Term	Spring Term	Summer Term
	preparation sessions	options available linking to available courses	opportunities
Entry to FE	Life Skills - assembly on opportunities at 16		
2nd Year FE	Future Education Fair Post 18 assembly - supported internships, entry level apprenticeships information	Small group sessions: future education, training and employment options	Small group sessions: future education, training and employment options
3rd Year FE	Workshops - FE, Employment, supported internship application	FE taster sessions	

Please speak to our named *Careers Leader* to identify the most suitable opportunity for you. The school policy on safeguarding <http://www.kirkleathamhallschool.org.uk/policies/> 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* or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the *Careers Resource Centre*, which is managed by the school librarian. The *Resource Centre* is available to all students at lunch and break times.

Approval and review

Approved by *Governors at Curriculum and Standards Committee*

Next review: June 2022

Signed: Doug Thompson Chair of Governors

Paul McLean Head teacher

