**Example of a policy statement on provider access**

***[School Name and Logo ]*: Provider Access Policy**

**Introduction**

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

**Pupil entitlement**

All pupils in years 7-13 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 options 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 ***NAME*** …Senior Leader responsible for Information, Advice and Guidance

Telephone: ……………………………Email: **……………………….**

**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. Please speak to **NAME** to identify the most suitable opportunity for you. The school policy on safeguarding sets out the school’s approach to allowing providers into school as visitors to talk to our students.

**YOU COULD PUT IN HERE ACTUAL EVENTS PLANNED FOR THE ACADEMIC YEAR WHICH PROVIDERS WOULD BE WELCOME TO JOIN YOU ON.**

**SOMETHING LIKE THIS PERHAPS…..**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Autumn Term** | **Spring Term** | **Summer Term** |
| **Year 7/8** | Event for University Technical Colleges | Life Skills – assembly and tutor group opportunities | Life Skills – assembly and tutor group opportunities |
| **Year 9** | Event for University Technical Colleges | Event for University Technical Colleges | KS4 options event |
| **Year 10** | Life Skills – work experience preparation sessions |  | Life Skills – assembly and tutor group opportunities |
| **Year 11** | Life Skills – assembly on opportunities at 16  Event for University Technical Colleges | Post-16 evening  Post-16 taster sessions |  |
| **Year 12** | Higher Education Fair  Post-18 assembly - apprenticeships | Small group sessions: future education, training and employment options | Small group sessions: future education, training and employment options |
| **Year 13** | Workshops – HE and higher apprenticeship applications |  |  |

Please speak to our Careers Leader to identify the most suitable opportunity for you.

**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 **XXXX**. The Resource Centre is available to all students at lunch and break times. **(IF APPLICABLE)**

**Approval and review**

Approved *[date]* by Governors at Curriculum and Standards Committee

Next review: *[date]*

Signed: *[name]* Chair of Governors *[name]* Head teacher