

# Provider Access Policy

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## Contents

1. Aims.....	2
2. Statutory requirements .....	2
3. Student entitlement.....	3
4. Management of provider access requests.....	3
5. Links to other policies.....	5
6. Monitoring arrangements.....	5

### 1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer.

It sets out:

Procedures in relation to requests for access

The grounds for granting and refusing requests for access

Details of premises or facilities to be provided to a person who is given access

### 2. Statutory requirements

Schools are **required** to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships. As an all-through school, we also believe that these opportunities should extend further down the school, including into our Primary phase.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#).

This policy shows how our school complies with these requirements.

### 3. Student entitlement

All students in years 8 to 13 at Caroline Chisholm School are **entitled** to, and we aim to enable students lower down the school including in Primary phase, to:

Find out about technical education qualifications and apprenticeship opportunities, as part of our careers programme which provides information on the full range of education and training options available at each transition point

Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships

Understand how to make applications for the full range of academic and technical courses

### 4. Management of provider access requests

#### 4.1 Procedure

- A provider wishing to request access should contact Aaron Phillips, Assistant Principal, **via email** to [APhillips@ccs.northants.sch.uk](mailto:APhillips@ccs.northants.sch.uk), ensuring the subject of the email is "Provider Access Request"

#### 4.2 Opportunities for access

- A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

	<b>Autumn term</b>	<b>Spring term</b>	<b>Summer term</b>
<b>Years 4-6</b>	PSHE and Assembly Programme	PSHE and Assembly Programme National Science and Engineering Week STEM talks	PSHE and Assembly Programme Enterprise/Careers Fair

<b>Year 7 &amp; 8</b>	PSHE and Assembly Programme	PSHE and Assembly Programme	PSHE and Assembly Programme
<b>Year 9</b>	PSHE and Assembly Programme STEM Christmas lectures Careers Fair	PSHE and Assembly Programme GCSE Options event	PSHE and Assembly Programme
<b>Year 10</b>	PSHE and Assembly Programme Careers Fair	PSHE and Assembly Programme Careers Adviser appointments	PSHE and Assembly Programme Work Experience
<b>Year 11</b>	PSHE and Assembly Programme Interviews with employers Careers Fair	PSHE and Assembly Programme Year 11 Parents' Evening Post-16 Options event	Post-16 Taster sessions and Induction event GCSE Results Day
<b>Year 12</b>	PSHE and Assembly Programme	PSHE and Assembly Programme	PSHE and Assembly Programme Work Experience
<b>Year 13</b>	PSHE and Assembly Programme	PSHE and Assembly Programme	PSHE and Assembly Programme A-Level Results Day

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

### 4.3 Safeguarding

Our safeguarding and child protection policy, **which is available on our school website and should be read in full before any access request is made**, outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

#### 4.4 Premises and facilities

The school is able to provide a number of spaces that can accommodate any number of students from small groups up to a whole year group (279 children). All rooms are equipped with a projector, whiteboard, and speakers. We can provide stationery (paper, pens, etc.) as required. Requests for other equipment should be discussed as early as possible, and all requests should be made at least 5 working days before your visit.

You will be able to leave prospectuses and other materials for students to read as necessary. Wherever possible, we would prefer to see an electronic version of these materials in advance of your visit.

### 5. Links to other policies

Further information can be found in our:

- Safeguarding and Child Protection Policy
- Careers Policy
- Curriculum Policy

These are available on our school website.

### 6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Aaron Phillips, Assistant Principal.

This policy will be reviewed by Aaron Phillips annually. At every review, the policy will be approved by the Principal and the Academy Trust.