



Provider Access Policy

Author	Mr D Moore
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Date ratified by Academy Council	
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Title	Name	Signature
Executive Principal	Mrs J Yarwood	
Head of School	Mrs D Farrent	
Academy Council chair	Dr H Chapman	



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 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 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:

Daniel Moore Deputy Headteacher

Telephone: **01782 772901**

Email: **office@wolstanton.shaw-education.org.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/carers:

	Autumn Term	Spring Term	Summer Term
Year 7		Enrichment Day. Introduction to careers and team building	
Year 8	MFL careers and job in MFL.	PSHCE careers – Tutor period	Full day – Job roles and required skill sets – CAPS day (Careers and Participation Service)



Year 9	Enrichment Day – Attendance, Punctuality and Careers CAPS day. Provider visit.	Y9 option Day including planning for the future and careers. Fast Tomato. External providers in to see pupils.	Big Yellow bus (Newcastle College and workshops.) Apprenticships providers. Apprentiship advice and guidance.
Year 10	Banking and finance and careers workshop. Data conference – Data, Careers workshop, Fast tomato, CV writing. External providers.	Full day FE taster sessions	Enrichment Day – Business and Enterprise CAPS day.
Year 11	Tutor time PSHCE – College applications. Plans for the future. Data conference – Data, Careers, Fast Tomato, CV writing. College visits at parents evening.	National Apprenticeship service. Apprenticeship advice, interview techniques, Personal presentation, CV and letter writing.	National Citizen Service. FE visits.

Premises and facilities

The school will make classrooms or private meeting rooms available for discussions between providers 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 Mr Moore or a member of his team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with Mr Moore.

Approval and review

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

Committee Next review: *[date]*

Signed: *[name]* Chair of Governors

[name] Head teacher

