

## Policy Statement on Granting Access to Education and Training Providers

September 2019

This policy statement sets out the school's arrangements for managing the access of providers to students 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.

### Student Entitlement

All students in years 8-13 are entitled:

- to find out about technical education qualifications and apprenticeship opportunities, as part of a
- careers programme which provides information on the full range of education and training option 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, in the first instance, contact Mrs Debbie Gallimore, Executive leader, Telephone: 01422 360272: Email:Debbie.gallimore@crossleyheath.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 8	Curriculum time (PSHCE)	Careers Day Event Discussions re KS4 options/careers	Assemblies
Year 9	Careers Event	Assemblies	Assemblies
Year 10	Careers Event	Assemblies/ Tutor time	Assemblies University visit
Year 11	Assembly on opportunities at Post 16  Signposting to local event for University/Technical Colleges Bi-weekly careers bulletin containing employer, apprentice, education and training opportunities	1:1 Careers interviews  Bi-weekly careers bulletin containing employer, apprentice, education and training opportunities	Bi-weekly careers bulletin containing employer, apprentice, education and training opportunities

	Post 16 Taster sessions		
Year 12	<p>Future Jobs/LMI information</p> <p>Launch of Enterprise company initiative</p> <p>Bi-weekly careers bulletin containing employer, apprentice, education and training opportunities</p>	<p>Work experience</p> <p>Assemblies/small group discussions re apprenticeship opportunities</p> <p>Bi-weekly careers bulletin containing employer, apprentice, education and training opportunities</p>	<p>UCAS Fayre</p> <p>Bi-weekly careers bulletin containing employer, apprentice, education and training opportunities</p>
Year 13	<p>Workshops – HE and higher apprenticeship Applications</p> <p>Student finance information for students and parents</p> <p>1:1 mock interviews</p> <p>Bi-weekly careers bulletin containing employer, apprentice, education and training opportunities</p>	<p>Small group discussion and assembly opportunities</p> <p>Bi-weekly careers bulletin containing employer, apprentice, education and training opportunities</p>	<p>Bi-weekly careers bulletin containing employer, apprentice, education and training opportunities</p>

Please speak to Mrs Gallimore, 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 which will be displayed in the LRC/6<sup>th</sup> form study area. The LRC is available to students at lunch and break times and the 6<sup>th</sup> form study area is available to 6<sup>th</sup> form students throughout the day. They should send these to Mrs Gallimore in the first instance.