

WOLFRETON SCHOOL AND SIXTH FORM COLLEGE

Policy Document
Provider access policy

Revised in January 2018 by:	
Associate Deputy Headteacher	
Date of Adoption	January 2018
Frequency of Review	Every two years
Review Date Due	January 2020

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 options evenings, 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 Mrs L Scaife
Job Careers Leader
Telephone 01482 659356

Granting and Refusing access requests

Providers will need to arrange to meet with representatives of the SLT and Careers team to discuss the aims of the required access to enable the selection of an appropriate event that gives access to particular student groups.

Any decision on granting or refusing access will be made following this meeting and the reasons made cleared.

Wolfreton is happy to arrange appropriate sessions but these must be scheduled at an appropriate time within the CEIAG programme. This will allow students can make decisions based on accurate information in the correct context.

Opportunities for access

A number of events, integrated into the school careers programme, may offer providers an opportunity to come into school to speak to pupils and/or their parents/carers, some examples are given below:

Year 8	Careers DLD November KS4 open evening March
Year 9	University Ace days July
Year 10	Careers DLD March Sixth form subject fair July
Year 11	6 th form Open evening and Careers fair October Careers DLD including employer interviews October
Year 12	PSHEE DLD's and Assemblies
Year 13	PSHEE DLD's and Assemblies

Please speak to our Careers Leader in the first instance to allow us to identify a suitable opportunity, the available facility may vary and can be discussed with us and agreed in advance of any visit.

Providers are always welcome to leave a copy of their prospectus or other relevant course literature with the Careers Leader who will arrange for it to be made available to students.

A copy of any prospectus, handouts, literature and the script of any presentation must be sent to the Careers Leader at least one full week before any visit to the school for approval.