



Provider Access Policy Statement

Applicable to:	✓	Astley Community High School
	✓	Seaton Sluice Middle School
	✓	Whytrig Middle School
Approval body:	Curriculum and Performance Committee	

Status:

Statutory policy or document	Yes
Review frequency	Governing body to determine
Approval by	Governing body to determine

Publication:

Statutory requirement to publish on school website	Yes
Agreed to publish on school website	Yes

Version Control:

Author	Creation Date	Version	Status
Business Manager (BW)	8 January 2018	0.1	Draft based on DfE example policy, for publication on website pending Governor approval
Changed by	Revision Date		
Business Manager (BW)	19 January 2018	0.2	Updated with Y8 information, ready for Governor approval
Business Manager (BW)	26 January 2018	1.0	Final version for publication
Business Manager (BW)	9 December 2018	1.1	Updated for 2018-19 to include new Careers Leader role
Business Manager (BW)	17 January 2019	2.0	Final approved version for publication

Review:

Frequency	Next Review Due
Annually	September 2019

1 Introduction

1.1 This policy statement sets out the federation's arrangements for managing the access of providers to pupils at the federation schools for the purposes of giving them information about the provider's education or training offer. This complies with the schools' legal obligations under Section 42B of the Education Act 1997.

2 Student entitlement

2.1 Students in Years 8 to 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.

3 Management of provider access requests

3.1 A provider wishing to request access should contact the Careers Leader (Mr Drought), relevant Head of School or Assistant Headteacher (Post-16).

3.2 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:

	Autumn Term	Spring Term	Summer Term
Year 8			<ul style="list-style-type: none">• IAG questionnaire
Year 9		<ul style="list-style-type: none">• Providers will be invited to give information that will be shared with pupils before the option process begins	
Year 10	<ul style="list-style-type: none">• Life Skills - work experience preparation sessions	<ul style="list-style-type: none">• Life Skills - PSHE sessions• University Visits	<ul style="list-style-type: none">• Life skills - assembly and tutor group opportunities
Year 11	<ul style="list-style-type: none">• Life Skills - assembly on opportunities at 16• One to One Careers interviews	<ul style="list-style-type: none">• Post-16 evening• Post-16 taster sessions• NCS Assembly• One to One Careers interviews	
Year 12	<ul style="list-style-type: none">• Post-18 assembly - apprenticeships from numerous providers on an annual basis (HMRC, Accenture, Merchant Navy, BT, Hays Travel etc.)	<ul style="list-style-type: none">• Post-18 assembly - apprenticeships from numerous providers on an annual basis (HMRC, Accenture, Merchant Navy, BT, Hays Travel etc.)	<ul style="list-style-type: none">• Post-18 assembly - apprenticeships from numerous providers on an annual basis (HMRC, Accenture, Merchant Navy, BT, Hays Travel etc.)

	<ul style="list-style-type: none"> • Students' Finance Team • Year group visit to Northumbria University • Talks from Northumbria, Newcastle and Durham University 	<ul style="list-style-type: none"> • Oxford and Cambridge University conference for most able 	<ul style="list-style-type: none"> • Parents' Higher Education Information Evening to promote higher level apprenticeships and university programmes
Year 13	<ul style="list-style-type: none"> • Workshops - HE and higher level apprenticeship applications. • UCAS Club - support after school with university applications • Talks from Northumbria, Newcastle and Durham University 	<ul style="list-style-type: none"> • Post-18 assembly - apprenticeships from numerous providers on an annual basis (HMRC, Accenture, Merchant Navy, BT, Hays Travel etc.) • Careers interviews with an independent careers advisor for all students not applying for university 	<ul style="list-style-type: none"> • Post-18 assembly - apprenticeships from numerous providers on an annual basis (HMRC, Accenture, Merchant Navy, BT, Hays Travel etc.) • Targeted weekly emails sent to parents with details of all apprenticeships

3.3 Please speak to Mr Drought (Astley/Whytrig) or Mrs McSparron (Seaton Sluice) to identify the most suitable opportunity for you.

3.4 The federation's Child Protection Policy sets out the schools' approach to allowing providers into school as visitors to talk to our students.

4 Premises and facilities

4.1 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, relevant Head of School, Assistant Headteacher (Post-16) or Northumberland County Council Careers Adviser.

4.2 Providers are welcome to leave a copy of their prospectus or other relevant course literature in the school library.