


## Provider Access Policy Statement



Monitoring Responsibility	Headteacher/CEdO
Next Review Date	April 2024
Approval Body	Executive Team
Date Ratified	25/4/2023
Approval Signature in behalf of Executive Team	



## Provider Access Policy

### Aims

This policy statement sets out the Academy's arrangements for managing the access of providers to students at the academy to give them information about the provider's education, information, or training offer. This complies with the academy's obligations under Section 42B of the Education Act 1997. It serves to set out procedures for requests, granting and refusing and details of premises and facilities that can be provided.

### Statutory Requirements

Schools are required to ensure that there is an opportunity for educational and training providers to access students in years 8 to 11, to be able to inform them of approved technical education, qualifications, or apprenticeships. Schools must have a policy statement that outlines these opportunities for access.

### Student Entitlement

All students in years 7-11 are entitled:

- to find out about technical education qualifications and apprenticeships opportunities as part of the schools' 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, group discussions and taster events;
- to understand how to make applications for a full range of academic and technical courses;
- to benefit from impartial and accurate careers advice and information

**For students of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (year 8/9) and two encounters for students during the 'second key phase' (year 10/11).**

**These encounters will be scheduled during normal school hours and the school will give the provider a reasonable amount of time to:**

- share information about the provider and offer;
- explain career routes and progression;
- provide insights into learning environment and staff;
- answer questions from students

## **Management of provider access requests**

### **Procedure**

A provider wishing to access should contact:

Tracy Gallagher, Careers

Telephone: 01205 311979

Email: [tracy.gallagher@havenhigh.net](mailto:tracy.gallagher@havenhigh.net)

### **Opportunities for access**

A number of events, integrated into the academy careers programme, will offer providers opportunities to come into the Academy to speak with students and/or their parents/carers.

Events could take the form of assemblies, specific lessons within curriculum, enterprise days, careers fairs and employer presentations. Happy to discuss requirements and options for alternative access.

### **Granting and refusing access**

Access will be provided based on meeting the following criteria:

- Adequate room(s) and equipment are available, to suit timetables and normal school activities.
- Staffing levels are available to attend to ensure DBS regulations are compliant.
- Students are available to attend, this will depend on dates requested and curriculum constraints.
- Providers are able to present impartial, unbiased and high-quality, age-appropriate content, meeting equal opportunity requirements, and will not undermine the educational standards of the school.
- Providers are GDPR compliant.

### **Premises and Facilities**

The academy will make a suitable space available for discussions/presentations between the provider and students, as appropriate to the activity. The academy will also make available any AV and other specialist equipment to support provider presentations on request. This will need to be agreed and discussed in advance of the visit with Tracy Gallagher or the staff lead on the school activity.

Providers are welcome to leave their literature/prospectuses/careers information in our careers hub, The Futurezone, which is managed by Tracy Gallagher. The Futurezone and its resources are available to all students at lunch, break and after school.

### **Safeguarding**

The Academy is committed to keeping children safe and our safeguarding and Child protection policy outline the schools' procedure for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this policy.