



Provider access policy statement

July 2021

Date of approval:	July 2021
Approved by:	LAB
Date of next review:	July 2022



1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#).

This policy shows how our school complies with these requirements.

3. Student entitlement

All students in years 8 to 11 at Ellesmere Park High School are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

Anyone wishing to request access to students for the purpose of giving them information about their offer should contact Kath Barratt, Assistant Headteacher and Careers Lead for the school.

Telephone: 01617894565

Email: Katharine.barratt@consilium-at.com

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 7	PSHE Lessons on aspirations, careers and achievements	National Careers Week Events	
YEAR 8	Jobs for Tomorrow	National Careers Week Events	Careers Fair
YEAR 9	Jobs for Tomorrow PSHE lessons on Employability skills and options	National Careers Week Events Enterprise Advisor Event	

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 10	Jobs for Tomorrow	National Careers Week Events Careers Fair Enterprise Advisor Event	1 week work experience placement Mock Interviews Lessons on employability Skills
YEAR 11	Jobs for Tomorrow Assemblies with post 16 providers and employers PSHE Lessons on Apprenticeships, CVs and applying to post 16 places	National Careers Week Events	NCS/Volunteering

4.3 Granting and refusing access

Access to the students will be granted as long as informed consent is in place from students & parents/carers where applicable.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

We will make available suitable facilities to enable providers to access students, such as the auditorium, classrooms, etc. Also, we will make available specialist equipment to enable students to communicate, as well as IT equipment for presentations etc. The facilities available for each access request will be dealt with on an individual basis, in consultation with the provider. Providers will be able to leave prospectuses or other material for students and their parents' information. Ellesmere Park will arrange for documents to be sent home, if appropriate.

5. Links to other policies

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Kath Barratt, Assistant Headteacher and Careers Lead.

This policy will be reviewed by the Local Academy Board on an annual basis.