




**Provider Access
Policy**

This policy was approved by the Local Advisory Board on:-	1 March 2021
The policy owner is:	Rosie Warnock/Niall Sully
This policy will be reviewed by the Local Advisory Board in: (unless earlier review is recommended by the Trust)	March 2024
Policy Version:	V2
Signed by the Chair of the Local Advisory Board	
Ratified by the Board of Trustees	N/A Renewal
Signed by the Chair of Trustee Board	N/A Renewal

We are part of...



Introduction

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

Student Entitlement

In Years 8-13 students are entitled:-

- To find out about technical qualifications and apprenticeship opportunities, as part of a careers programme which provides information on the full range of education and training options at key transition points.
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, assemblies and taster events.
- To understand how to apply for the full range of academic and technical courses

Management of provider access requests

Procedure

A provider wishing to request access should contact Mr Niall Sully Careers Leader

Telephone: 01603 424711 Email: nsully7nrq@nsix.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. Virtual access will be available in times when it is not possible to accommodate face to face interactions.

	Autumn Term	Spring Term	Summer Term
Year 8	House Assembly Tutor Time (Virtual Only)	House Assembly Tutor Time (Virtual Only)	House Assembly Tutor Time (Virtual Only)
Year 9	House Assembly Tutor Time (Virtual Only)	KS4 Options Assembly KS4 Options Evening PSHRE Curriculum (Careers Education) Tutor Time (Virtual Only)	House Assembly Tutor Time (Virtual Only)
Year 10	House Assembly Tutor Time (Virtual Only)	House Assembly Tutor Time (Virtual Only)	FE Provider Open Events House Assembly PSHRE Curriculum (Careers Education) Tutor Time (Virtual Only)
Year 11	FE Provider Open Events	FE Provider Open Events	

	House Assembly PSHRE Curriculum (Careers Education) Tutor Time (Virtual Only)	House Assembly Tutor Time (Virtual Only)	
Year 12	Open Evening Taster Day 6th Form Conference PSHRE Curriculum (Careers Education) Tutor Time (Virtual Only)	6th Form Conference PSHRE Curriculum (Careers Education) Tutor Time (Virtual Only)	Higher Education Information Evening 6th Form Conference PSHRE Curriculum (Careers Education) Tutor Time (Virtual Only)
Year 13	HE Provider Open Events 6th Form Conference PSHRE Curriculum (Careers Education) Tutor Time (Virtual Only)	HE Provider Open Events 6th Form Conference PSHRE Curriculum (Careers Education) Tutor Time (Virtual Only)	

Please contact our Careers Leader to identify the most suitable opportunity for you.

The school's policy on safeguarding (<http://hellesdon.net/policies/safeguarding.pdf>) sets out the school's approach to allowing providers into school as visitors to talk to students.

Premises and facilities

The school will make the main hall, classrooms, private meeting rooms or online platforms available for discussions between the provider and students, as appropriate to the activity. The school will also make available audio visual and other specialist equipment to support provider presentations. This will be discussed and agreed in advance of the visit with the Careers Leader.

Providers will be welcome to leave a copy of their prospectus or other relevant literature in the Careers Office, careers section of the school Library and Sixth Form Study Centre which is available to students at lunch and break times.