

## Provider Access Policy

**Accepted by:** Board of Directors December 2018

**Leadership Team Lead Reviewer:** Careers Advisor and School Manager

**Review Cycle:** 1 Year

**Last reviewed:** On submission to Board of Directors

**Date for next review:** November 2018

### 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 Mrs Penny Hudson, Careers Advisor at Hurworth School on 01325 720424 or email: [phn@hurworthschool.org.uk](mailto:phn@hurworthschool.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:

	Autumn Term	Spring Term	Summer Term
Year 8	Enrichment visits can be arranged	Enrichment visits can be arranged  School event: Step into College Day  School event: World of Work Day	Assembly and tutor group opportunities
Year 9	Enrichment visits can be arranged	Enrichment visits can be arranged.  School event: Step into College Day  School event: World of Work Day  KS4 Option Evening	Enrichment visits can be arranged  Assembly and tutor group opportunities
Year 10	Enrichment visits can be arranged  School event: Preparing for Work Day	Enrichment visits can be arranged.  School event: Step into College Day  School event: World of Work Day  KS4 Parents Evening	Enrichment visits can be arranged  Assembly and tutor group opportunities  College Taster Days
Year 11	Assembly on opportunities at 16  Enrichment visits can be arranged  KS4 Parents Evening	Post 16 Application Day  School event: World of Work Day  Apprenticeship support sessions can be arranged	Post 16 taster sessions can be arranged

	Autumn Term	Spring Term	Summer Term

Please speak to our named Careers Leads Penny Hudson and Maria Hall to identify the most suitable opportunity for you.

The school policy on safeguarding

[http://www.hurworthschool.org.uk/download/documents/SafeguardingPolicy\\_0617.pdf](http://www.hurworthschool.org.uk/download/documents/SafeguardingPolicy_0617.pdf) sets out the school's approach to allowing providers into school as visitors to talk to our students.

**Premises and facilities**

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 or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Office, which is managed by the school Careers Advisor. The Careers Office is available to all students at all times.