




Provider access policy statement

Date reviewed	February 2020
Frequency	Annually
Next review date	February 2021
Reviewed by	Academic Standards, Safeguarding, SEN and Educational Trips Committee

Signed: .....

Dated: 13/02/2020

Chair of Governors

Signed: .....

Dated: 13/02/2020

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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 7 to 11 at Goldington Academy 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

A provider wishing to request access should contact Mrs Natalie Sacre, Careers Leader.

Telephone: 01234 261516

Email: sacren@goldington.beds.sch.uk

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	<p>CSI day</p> <p>Careers week event with workshops and assemblies</p> <p>Various trips and assemblies with the opportunity for Q&A about the specific career/job roles</p> <p>Tomorrow's Engineers Week activities</p> <p>Life Skills programme – tutor group and PSHE lesson opportunities</p>	<p>Life Skills programme – tutor group and PSHE lesson opportunities</p> <p>British Science Week 8 – 15th March</p> <p>National Careers Week – 4 – 9th March</p> <p>National Apprenticeship Week – 4 – 8th March</p> <p>Various trips and presentations with the opportunity for Q&A about the specific career/job roles</p>	<p>Life Skills programme – tutor group and PSHE lesson opportunities</p> <p>Various trips and presentations with the opportunity for Q&A about the specific career/job roles</p>
Year 8	<p>RAF/BAE interactive assembly</p> <p>Careers week event with workshops and assemblies</p> <p>Various trips and assemblies with the opportunity for Q&A about the specific career/job roles</p> <p>Lockheed Martin/Airbus/Leonardo's – Advanced Science presenters</p> <p>Tomorrow's Engineers Week activities</p> <p>Life Skills programme – tutor group and PSHE lesson opportunities</p>	<p>Key Stage 4 options event</p> <p>Teen Tech Project – meet professionals</p> <p>Lockheed Martin/Airbus/Leonardo's – Advanced Science presenters</p> <p>Life Skills programme – tutor group and PSHE lesson opportunities</p> <p>British Science Week 8 – 15th March</p> <p>National Careers Week – 4 – 9th March</p> <p>National Apprenticeship Week – 4 – 8th March</p> <p>Various trips and presentations with the opportunity for Q&A about the specific career/job roles</p>	<p>Women in Engineering event</p> <p>Lockheed Martin/Airbus/Leonardo's – Advanced Science presenters</p> <p>Life Skills programme – tutor group and PSHE lesson opportunities</p> <p>Various trips and presentations with the opportunity for Q&A about the specific career/job roles</p>
Year 9	<p>Assembly and tutor group opportunities - employability skills</p> <p>Careers week event with workshops and assemblies</p> <p>Tomorrow's Engineers Week activities</p> <p>Life Skills programme – tutor</p>	<p>Life Skills programme – tutor group and PSHE lesson opportunities</p> <p>National Apprenticeship Show</p> <p>British Science Week 8 – 15th March</p> <p>National Careers Week – 4 –</p>	<p>Life Skills programme – tutor group and PSHE lesson opportunities</p> <p>Various trips and presentations with the opportunity for Q&A about the specific career/job roles</p>

	<i>group and PSHE lesson opportunities</i>	<i>9th March National Apprenticeship Week – 4 – 8th March Various trips and presentations with the opportunity for Q&A about the specific career/job roles</i>	
Year 10	<i>Assembly and tutor group opportunities - employability skills and post-16 options Careers week event with workshops and assemblies Tomorrow's Engineers Week activities Life Skills programme – tutor group and PSHE lesson opportunities</i>	<i>Life Skills programme – tutor group and PSHE lesson opportunities British Science Week 8 – 15th March National Careers Week – 4 – 9th March National Apprenticeship Week – 4 – 8th March Various trips and presentations with the opportunity for Q&A about the specific career/job roles</i>	<i>Trip to CERN Life Skills programme – tutor group and PSHE lesson opportunities Various trips and presentations with the opportunity for Q&A about the specific career/job roles Post-16 information events</i>
Year 11	<i>Assembly and tutor group opportunities - employability skills and post-16 options Careers week event with workshops and assemblies Tomorrow's Engineers Week activities Life Skills programme – tutor group and PSHE lesson opportunities</i>	<i>Life Skills programme – tutor group and PSHE lesson opportunities British Science Week 8 – 15th March National Careers Week – 4 – 9th March National Apprenticeship Week – 4 – 8th March Various trips and presentations with the opportunity for Q&A about the specific career/job roles</i>	

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

4.3 Granting and refusing access

Access to students will be refused under the following circumstances:

- On dates of national examinations
- During internal, formalised examinations
- If it is deemed that learning will be impacted (i.e. missing a significant number of lessons)
- During staff training days and school holidays
- Over a weekend, unless an event is specifically arranged for this time period
- Other circumstances that may arise

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 and sign an agreement upon their initial visit to the premises.

DBS checks should be provided if available. All visitors must report to Reception upon arrival at the school site, bringing a photographic means of identification (e.g. passport, driving licence)

4.5 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 be discussed and agreed in advance of the visit with the Careers Leader or member of the Careers Team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at our Reception desk for the attention of the Careers Leader.

There will be a Resource Centre available to all students at lunch and break times in our school library.

5. Links to other policies

For further information on our policies, please visit the policy area of our website.

<http://www.goldingtonacademy.org.uk/Policies-list>

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Michele Lavelle, School Business Manager.

This policy will be reviewed annually by Natalie Sacre, Careers Leader. At every review, the policy will be approved by Francis Galbraith, Principal.