

Policy statement on provider access

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose 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.

Pupil entitlement

All pupils 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 events, 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 Dr. M Ryde, Careers Leader.
Telephone: 01442 394141; Email: m.ryde@astleycooper.herts.sch.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/carers:

Year	Opportunity 1	Opportunity 2	Opportunity 3	Opportunity 4
7	'Into to the Future' – PSHE session run by YC. Thinking about what careers are .			Careers Fair – protected KS3 session
8	Inspiring Girls – Promoting Women's roles in business.	Choosing subject options – for preferred career, selecting appropriate subject options. PSHE session run by YC.		Careers Fair – protected KS3 session
9	Aspire university visit	Choosing Occupational Group Sessions. YC session.		Careers Fair
10	Occupational Group Sessions. preparation sessions <i>and/or</i>	Inspiring Girls – Promoting Women's roles in business.	Work Shadowing	Careers Fair

	One to one careers sessions with YC.			
11	One to one careers sessions with YC.	Dacorum Careers Fair		Careers Fair and breakout sessions.
12	Work Based Learning – offered to all Y12/Y13	One to one careers sessions with YC.	Targeted company visits.	Careers Fair and breakout sessions.
13	Work Based Learning – offered to all Y12/Y13	One to one careers sessions with YC.	University/College visits	Careers Fair and breakout sessions.

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

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 Resource Centre, which is managed by the school librarian. The Resource Centre is available to all students at lunch and break times.

Approval and review

Approved *[date]* by Governors at Curriculum and Standards Committee

Next review: February 2019

Signed: _____ Chair of Governors Name: _____

Signed: _____ Head teacher Name: _____