



Provider Access Policy

Date Passed to Governors:

Approved / Adopted by Governing Body:

November 2018

Date Policy Reviewed:

November 2020

Date of Next Review:

November 2021

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.

Pupil Entitlement

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 evenings, assemblies, WeAreLongfield lessons, 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 Mr J Raw, Career Lead on 01325 380815 or email: jraw@longfield.swiftacademies.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 / carers:

2020-21	Autumn Term	Spring Term	Summer Term
Year 8	Enrichment visits may be organised	KS3 College and Higher Education Fair	
Year 9	Enrichment visits may be organised	KS3 College and Higher Education Fair	
Year 10	Enrichment visits may be organised	Year 10 Parents Evening	College Taster Days KS4 College and Higher Education Fair
Year 11	Presentations from local colleges and providers. Post 16 options evening	Local college interviews Apprenticeship and National Citizenship assembly Year 11 Parents Evening	

Please speak to our named Careers Leaders, J Raw and Gill Smith, to identify the most suitable opportunity for you.

The school policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our pupils.

<https://www.longfield.uk.com/about/documents-library/school-policies-2/>

Premises and Facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, 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 School Library, which is managed by the school librarian. The Library is available to all pupils at all times.