

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 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 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 Liz Purser, PA to Head Teacher/Office Manager/Career Lead,

Telephone: 01268 282146 Ext. 185; Email: lpu@woodlandsschool.essex.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 providing this does not conflict with pupil engagement in PPE's, Walking Talking Mocks or Exams:

	Autumn Term	Spring Term	Summer Term
Year 7			KS3 Options Events – tutor group sessions Brilliant Club Scholar Programme
Year 8	KS3 Options Events – tutor group sessions		Brilliant Club Scholar Programme
Year 9		Brilliant Club Scholar Programme	Career Event – event with providers, employers and mock interviews
Year 10	Life Skills – work experience preparation sessions Post 16 Evening Post 16 taster sessions	Brilliant Club Scholar Programme University Visits – taster sessions Post 16 taster sessions	Life skills – assembly Online Mentoring Platform Workshops – careers Post 16 taster sessions
Year 11	Life Skills – assembly on opportunities at 16 Post 16 evening Post 16 taster sessions	University Visits – taster sessions	

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

The school policy on safeguarding [<http://woodlandsschool.org/safe-guarding-policy>] 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 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 Lead.

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 pupils at lunch and break times.

Approval and review

Approved 8th January 2018 by Governors at Curriculum and Standards Committee

Next review: December 2018

Signed: 

Mr Terry Reynolds

Chair of Governors



Mr Simon Cox

Head Teacher