

Wargrave House School and College

Provider access policy statement

Approved by: Richard Grimmer

Date: March 2020

Last reviewed on: N/A

Next review due by: TBC

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1. Aims

This policy statement aims to set out our school and college 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 for maintained schools and academies, even though albeit Wargrave House school is a non-maintained specialist school and college..

3. Student entitlement

All students in years 8 to 13 at Wargave House School and College 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 Steve Hogarth, CEIAG.

Telephone: 012925 224 899

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 8	Careers passports.	Careers passports. Themed day- careers.	Careers workshop. Careers Connect interviews to establish individual aspirations.
Year 9	Careers passports. Assembly and tutor group opportunities - employability skills.	Careers passports. Assembly and tutor group opportunities - employability skills. Themed day- careers. Networking event with providers and employers.	Themed day- careers Work experience preparation sessions. Careers Connect interviews to establish individual aspirations.
Year 10	Themed day- careers Assembly and tutor group opportunities - employability skills.	Themed day- careers Assembly and tutor group opportunities - employability skills. KS4 attend careers event Themed day- careers Networking event with providers and employers.	Themed day- careers Work experience preparation sessions. Careers Connect interviews to establish individual aspirations.
Year 11	Themed day- careers Assembly on opportunities at post 16.	Themed day- careers Assembly on opportunities at post 16. Themed day- careers Post 16 attend careers event. Post-16 evening. Post-16 taster sessions. Apprenticeships, internships, placements, jobs, college places – support with any applications.	Themed day- careers Work experience preparation sessions. Careers Connect interviews to establish individual aspirations.

Year 12	<p>Higher education (HE) fair.</p> <p>Post-18 assembly – apprenticeships and placements.</p> <p>Work placement preparations.</p> <p>Careers Connect interviews to establish individual aspirations.</p>	<p>Higher education (HE) fair.</p> <p>Post-18 assembly – apprenticeships and placements.</p> <p>Work placement preparations.</p> <p>Careers Connect interviews to establish individual aspirations.</p> <p>Themed day- careers Assembly and small group opportunities - employability skills.</p> <p>Work placement preparations.</p> <p>Careers Connect interviews to establish individual aspirations.</p>	<p>Themed day- careers</p> <p>Small group sessions: future education, training and employment options.</p> <p>Careers Connect interviews to establish individual aspirations.</p>
	<p>HE and apprenticeship applications.</p> <p>Higher education (HE) fair.</p> <p>Post-18 assembly – apprenticeships and placements.</p> <p>Careers Connect interviews to establish individual aspirations.</p>	<p>HE and apprenticeship applications.</p> <p>Higher education (HE) fair.</p> <p>Post-18 assembly – apprenticeships and placements.</p> <p>Careers Connect interviews to establish individual aspirations.</p> <p>Themed day- careers Assembly and small group opportunities - employability skills.</p> <p>Work placements preparation.</p> <p>Careers Connect interviews to establish individual aspirations.</p>	<p>Themed day- careers</p> <p>Small group sessions: future education, training and employment options.</p> <p>Work placements preparation.</p> <p>Careers Connect interviews to establish individual aspirations.</p>

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

4.3 Granting and refusing access

Access will be granted by prior consultation with the CEIAG and notification of refusal will be delivered in writing with approval of the Head of Education; the reason for refusal being cited in the communication.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the school and college procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy. See Wargrave House School and College Safeguarding and Child Protection Policy.

4.5 Premises and facilities

The school and college will make the main school gym, classrooms and meeting spaces available for discussions between the provider and students, as appropriate to the activity. The school and college will also make available audio visual and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the CEIAG or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with Steve Hogarth, CEIAG. This will be made available to students and families as appropriate.

5. Links to other policies

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy

6. Monitoring arrangements

The school and college arrangements for managing the access of education and training providers to students is monitored by Steve Hogarth CEIAG. This policy will be reviewed by Richard Grimmer annually.. At every review, the policy will be approved by the Governing Body and lead Governor for careers in addition to the Head of Education, Stuart Jamieson.