

Provider access policy statement



Approved by:
Mr F Adam

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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 8 to 11 at Crown Hills Community 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 our Careers Lead, Mr J Foster, Assistant Principal

Telephone: 01162736893

Email: office@crownhills.leicester.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 8	<i>Assembly and tutor group opportunities - employability skills</i> <i>Curriculum links to careers</i>	<i>Key Stage 4 options event</i> Parents evening	
Year 9	Parents evening	<i>Assembly and tutor group opportunities - employability skills</i>	
Year 10	<i>Work experience preparation sessions</i> <i>Careers fair</i>	<i>Assembly and tutor group opportunities - employability skills</i>	Parents evening <i>Work experience preparation sessions</i> <i>Work experience</i>
Year 11	<i>Assembly on opportunities at 16</i> <i>Careers fair</i> Post 16 college talks Mock Interviews Parents evening	<i>Apprenticeships – support</i>	

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

4.3 Granting and refusing access

Crown Hills Community College's Safeguarding Policy states that all visitors to the college will be accompanied by a member of staff. Staff will oversee student/visitor discussion. At all times we will ensure that our students are safe whilst meeting or speaking to external providers. If staff have any concerns, access may be refused. Please speak to our Careers Lead for further information.

4.4 Safeguarding

Our visitor 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.

4.5 Premises and facilities

Once visits have been agreed, the College will provide appropriate facilities to facilitate the visit, along with any equipment requested by the provider, where it is available. Sessions can be held in different venues according to the number of students and the requirements of the provider. Visits can be in the main hall and delivered to over 240 students, or sometimes in the classroom with a smaller group. We also have the facility to deliver safe personalised sessions. We are happy to work with providers to provide any resources we can that make their visit possible and we are happy to accommodate those that need to bring extra equipment into the Academy in order to showcase what they do.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception for the attention of Mrs S Squires. Crown Hills Community College will place the literature in the careers office so it is available to students during the course of or directly after the school day.

5. Links to other policies

- [Visitor Policy](#)
- [Safeguarding & Child Protection Policy](#)
- [Curriculum Policy](#)
- [Career Education Guidance Policy](#)

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Mr J Foster, Assistant Principal

This policy will be reviewed by Mr J Foster, Assistant Principal annually. At every review, the policy will be approved by Principal