



Woodkirk Academy
&
The Sixth Form @ Woodkirk Academy

Provider Access Policy Statement

Introduction

This policy statement sets out Woodkirk Academy's arrangements for managing the access of providers to students at the school, for the purpose of giving them information about the provider's education or training offer. This complies with the Academy's legal obligations under Section 42B of the Education Act 1997.

Student entitlement

Students in Years 8 to 13 are entitled to:

Learn more about technical education qualifications and apprenticeship opportunities, as part of a 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, for example technical education and apprenticeships, through assemblies, group discussions, options evenings and taster events.

Understand how to apply for the full range of academic and technical courses available to them.

Provider access requests

Procedure

A provider wishing to request access should contact Mrs Louise Coffey, Vice Principal by telephone on 0113 887 3600, or by email at coffey.l@woodkirkacademy.com.

Opportunities for access

Events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents. Please contact Mrs Coffey to identify the most suitable opportunity for you.

	Autumn	Spring	Summer
Year 8	Careers & Finance module taught to Year 8 on choices of careers through Fast Tomato. This module explores finance and budgeting when in careers.	KS4 options evening and taster sessions.	
Year 9			Careers enrichment activities.
Year 10			All Year 10 students are involved in careers activities. This involves attending two careers visitor talks from external speakers. Post 16 taster sessions on the variety of subjects on offer. Careers Interviews.
Year 11	Y11 Careers module – exploring a range of careers and how to access those careers. This module develops skills for SWOT analysis, career action planning, CV writing, writing letters of application, interview skills, application to 6th form and UCAS progress access and preparation. All students attend the annual careers fair. Post 16 Open Evening.	Year 11 mock results day. Careers Advisor interviews.	
Year 12	Group Tutorial/Unifrog for universities and apprenticeships delivered one hour a week All students attend the annual careers fair.		All students involved in work experience week in July. Apprenticeship and JSP talks for students not wishing to go to University. HE Fair
Year 13	All students attend the annual careers fair. Mock interviews	Year 13 mock results day with external careers advisors from ASK and JCP.	

Premises and facilities

The Academy will make the hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity.

The Academy will also make available projectors and other specialist equipment to support provider presentations.

This will be discussed and agreed with Mrs Coffey in advance of the visit.

Provider information

Providers are welcome to leave a copy of their prospectus and other relevant course literature at Main Reception.

April 2018