



## Provider Access Policy

### Introduction

This policy statement sets out Benfield School's arrangements for managing the access of providers to pupils at the school for the purpose 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.

At Benfield we recognise that all pupils in years 7-13 are entitled to:

1. Find out 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.
2. Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies, group discussions and taster events.
3. Understand how to make applications for the full range of academic and technical courses.

We welcome opportunities to work with providers of education and training In order to support our pupils in achieving these aims.

### Opportunities for access

A number of events, integrated into the school careers programme, offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

Refer to CEIAG Programme for further details.

### Procedure

A provider wishing to request access or provide information, such as prospectuses and recruitment events, should contact Diane Goddard, Careers Lead and Post 16 Year Leader, to identify the most suitable opportunity.

Telephone: 0191 265 6091 Email: [diane.goddard@benfield.newcastle.sch.uk](mailto:diane.goddard@benfield.newcastle.sch.uk)

### Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, 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 Careers Resource Centre, located within the school library which is managed by the school librarian. The library is open to all students at lunch and break times.

### **Approval and review**

Approved: September 2018 by Governors at Curriculum and Standards Committee

Next review: September 2019

Signed: Elizabeth Bohill Chair of Governors

Richard Carr Headteacher