



SPT policy statement on provider access

*This guidance has been designed to support the statutory guidance issued by the DfE January 2018
(Careers guidance and access for education and training providers)*

*This guidance needs to be read in conjunction with our safeguarding policy to secure the appropriate
safeguarding checks have been made which secures compliance in relation to any speaker visiting the
school*

This guidance will support/inform our careers education, information, advice, and guidance policy.

Special Partnership Trust: Provider Access Policy

Introduction:

This policy statement sets out our school's arrangements for managing the access of providers to students at our schools 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.

Pupil entitlement:

In accordance to the DfE guidance we recognise all students in years 7-11 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;
- hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- understand how to make applications for the full range of academic and technical courses

To secure such aims, the careers education coordinator will work with the Head Teacher to ensure all speakers provide appropriate information, advice and guidance in relation to post school opportunities when addressing our students, parents/carers. Any literature shared in relation to such visits will be scrutinised to secure relevance in the information contained.

The school will ensure through its web-site that all information shared will be published for future information/access.

Management of provider access requests

Procedure:

Name	Job Title	Contact - Tel/email
Gary Oak	Assistant Head	01872 520385 goak@pencalenick.org

Organisation for access:

EHCP:

Our schools will fully consider/acknowledge the aspirations outlined within students 'My Views' document used to inform the EHCP process; using such aspirations teachers within each key stage will identify opportunities which enable students to find out further information/make visits to work based providers in Key Stage 4 (where these provide relevant meaning) to provide our students and their families with further information, advice and guidance.

From Year 10 the Careers advisor will attend all EHCP reviews offering students and their families' information in regards to future options – e.g. – colleges of further education – college prospectus/course information.

Additionally, a number of events, integrated into our schools careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

With the LGB approval planned events will take place over each academic year.

Work experience takes place throughout Y11 as identified within our WRL curriculum and Careers Education Guidance and Advice Policy.

College links take place throughout Key Stage 4 which inform the agreed placement/college links for those transitioning to their next placement.

Home School Liaison:

The Home School Liaison member of staff will attend all career conventions/events where parents attend. This process is supported by the agreed aims of the HSL which enables effectiveness in communicating with parents/students and facilitating information gathering/sharing of information by the school.

Equality of opportunity:

We recognise that all students and their families have the same entitlement to opportunities to access training providers; using information obtained from students EHCPs and the views of families the school will share provider access information which is deemed appropriate.

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 and the event.
- 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 coordinator or HSL in the school.
- Publish all information received upon the school's web site

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the school. This information will be made available to students and parents through home school liaison.

Approval and review:

Policy approved by the Local Governing Body	November 2019
Policy to be reviewed	Every 2 years
Responsibility	Head Teacher Careers Coordinator