

# Provider Access Policy

Approved by **RET Board**

Approved on **August 2020**

RET contact **Headteacher**

Revision due **Every 2 years**



RUSSELL EDUCATION TRUST

## 1. Introduction

- a. This policy statement sets out the school's arrangements for managing the access of providers to students at the school for the purposes 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.

## 2. Student entitlement

- a. Students in years 8-13 are entitled:
- b. 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.
- c. To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, assemblies and group discussions and taster events
- d. To have information presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option.
- e. To understand how to make applications for the full range of academic and technical courses.

## 3. Management of provider access requests

- a. Procedure
  1. A provider wishing to request access should contact Mr Stevenson, DHT  
Telephone: 01273 840 004  
Email address: [d.stevenson@kingsschoolhove.org.uk](mailto:d.stevenson@kingsschoolhove.org.uk)

## 4. Opportunities for access

- a. A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents\*:

	Autumn Term	Spring Term	Summer Term
<b>Year 8</b>	Assembly provided by local college	Life skills – assembly and tutor group opportunities Small group visits to local college Careers event	Life skills – assembly and tutor group opportunities Preparation for KS4 Event
<b>Year 9</b>	Careers event with technical focus Alternative curriculum evening	KS4 options event	Careers event with providers and employers
<b>Year 10</b>	Life Skills – work experience preparation sessions	Careers event	Life skills – assembly and tutor group opportunities
<b>Year 11</b>	Life Skills – assembly on opportunities at 16 Calendar of open evenings in the borough shared	Post 16 evening Post 16 taster sessions	Careers event

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	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 12</b>	Higher Education Fair Post 18 assembly – apprenticeships	Small group sessions: future education, training and employment options	Small group sessions: future education, training and employment options
<b>Year 13</b>	Workshops – HE and higher apprenticeship applications		

- b. \*Careers events mentioned above will ideally take place three times a year. The format will be the same with 4 guest speakers from a variety of professions delivering a presentation covering the employment journey. A soft skill will also be shared during these sessions with an opportunity to Q & A each speaker.
- c. Please speak to our named Careers Leader to identify the most suitable opportunity for you.
- d. The school policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our students.

## 5. Premises and facilities

- a. 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.
- b. Providers are welcome to leave a copy of their prospectus or other relevant course literature to display within the school. This will be available in the library and/or in the sixth form area.

## 6. Governor and School responsibilities:

- a. To ensure that [Careers Guidance and Access for Education and Training Providers \(DfE January 2018\)](#) is followed
- b. To monitor the quality of provision against the "Gatsby Benchmarks":
  1. A stable careers programme
  2. Learning from career and labour market information
  3. Addressing the needs of each pupil
  4. Linking curriculum learning to careers
  5. Encounters with employers and employees
  6. Experiences of workplaces
  7. Encounters with further and higher education
  8. Personal guidance