



PROVIDER ACCESS POLICY

Introduction

This policy statement sets out the Trust's arrangements for managing the access of providers to pupils at our Academies for the purposes 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 8-13 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.
- 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.
- To understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

Procedure

A provider wishing to request access should contact:

Lydiard Park Academy. **Mark Godley, Careers Co-ordinator**

Email: GodleyM@lydiardparkacademy.org.uk

Abbey Park School. **John White, Careers Co-ordinator**

Email: WhiteJ@abbeyparkschool.org.uk

Opportunities for access

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents – please see Appendix 1: Annual Calendar of Events.

Please speak to our named Careers Co-ordinator to identify the most suitable opportunity for you. Each Academy's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The relevant Safeguarding Policy is available on each Academy's website.

Granting requests for access As there are a significant number of providers in the Swindon area, our priority (as stated in **Student Entitlement** above) is to ensure that pupils are aware of the range of pathways available, rather than ensuring pupils hear from every potential provider. If we are unable to agree to your request on grounds that it largely duplicates pathway information pupils have already heard, we will endeavour to ensure that a copy of your prospectus is included in our Careers Library (if you provide us with an up to date copy).

Pupil attendance at provider open events We will continue to authorise pupil attendance at provider open days (or interviews) in response to parental requests. We do, however, ask that providers consider the impact on pupils' learning when planning the number, date and duration of such events.

Premises and facilities

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

APPENDIX 1: ANNUAL CALENDAR OF EVENTS

	Autumn Term	Spring Term	Summer Term
Year 7	Barclays Life Skills What do you do? (PSHE)	Barclays Life Skills Personality to suit Career (PSHE)	
Year 8	Financial Planning and Introduction to jobs and Careers (PSHE)		“The Real Game” Careers (PSHE) resource
Year 9	Choosing options – What career choices (PSHE)		The Careers Journey
Year 10		CV planning and creation Mock Interviews (external Interviewers)	Post 16 Options Work placement / job shadowing University / Employment ‘Fayre’ Get real with money (PSHE)
Year 11	www.skillslondon.co.uk Post 16 Pathways – linked to Careers (PSHE)	Creativity and Enterprise (PSHE) Swindon Jobfest	N/A
Year 12	External Site visits to local business Apprenticeships (PSHE)	Work Experience External Site visits to local business Swindon Jobfest	Post 18 Destinations Week External Site visits to local business
Year 13	External visitors - Careers Work Experience (PSHE)	External Visitors (PSHE) External Site visits to local business Swindon Jobfest	N/A