



## **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 7-13 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:

**Mr Mark Godley, Careers Co-ordinator**

Email: [careers@lydiardparkacademy.org.uk](mailto:careers@lydiardparkacademy.org.uk)

Tel:- 01793 874224

#### **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. In advance of any visit, this can be discussed with the Careers Co-ordinator.

## APPENDIX 1: LPA ANNUAL CALENDAR OF EVENTS

	Autumn Term	Spring Term	Summer Term
<b>Year 7</b>	Barclays Life Skills Careers Assembly	Barclays Life Skills What do you do?  Personality to suit Career  (5 x PSHE Sessions)  Careers Assembly	Careers Assembly
<b>Year 8</b>	Careers Assembly	Careers Assembly	Careers (PSHE) resource  (5 x PSHE sessions)  Careers Assembly
<b>Year 9</b>	Choosing options – What career choices  (5 x PSHE Sessions)  Careers Assembly  University / Employment 'Fare'  Careers Assembly	Careers Assembly	Careers Assembly

<b>Year 10</b>	Careers Assembly University / Employment 'Fare' Careers Assembly	CV planning and creation Mock Interviews Career choices (external Interviewers) (5 x PSHE Sessions) Careers Assembly	Post 16 Options Work placement / job shadowing University / Employment 'Faire' Careers Assembly
<b>Year 11</b>	Post 16 Pathways 5 x (PSHE Sessions) Careers Assembly University / Employment 'Fare' Careers Assembly SkillsLondon 2019 Careers Guidance Meetings	Creativity and Enterprise (PSHE x 2 sessions) Swindon Jobfest 2020 Careers Assembly Careers Guidance Meetings	N/A
<b>Year 12</b>	External Site visits to local business / Careers assembly Apprenticeships (PSHE) University / Employment 'Fare' Careers Assembly SkillsLondon 2019 Careers Guidance Meetings	Work Experience External Site visits to local business / Careers assembly Swindon Jobfest 2020 Careers Guidance Meetings	Post 18 Destinations Week External Site visits to local business / Careers assembly
<b>Year 13</b>	External visitors - Careers Work Experience (PSHE) University / Employment 'Fare' Careers Assembly SkillsLondon 2019	External Visitors (PSHE) External Site visits to local business / Careers assembly Swindon Jobfest 2020 Careers Guidance Meetings	N/A