



## Provider Access Policy

### CAREERS INFORMATION EDUCATION AND GUIDANCE POLICY

#### Key Information

<b>Title</b>	<b>Provider Access Policy</b>	
Prepared By	Martin Gailey, Head of Careers	11/10/18
Checked By	Nicole Pecchia, Lead Careers Governor	11/10/18
Approved By	John Delaney, Chair of Governors	11/10/18
Version	V02	
Document Update	April 2023	

#### Version History

<b>Version</b>	<b>Date</b>	<b>Amendments</b>
V01.00	12/06/18	First Issue Draft for review
V01.01	11/10/18	Final Document Approved
V.02	April 2020	Policy updated, Catherine Parker, Careers Lead

## **Introduction**

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

## **Student entitlement**

All 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 events, 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 Catherine Parker, Careers Lead. Telephone 01225 832873 or email [parkercc@st-gregorys.org.uk](mailto:parkercc@st-gregorys.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 students and/or their parents or carers. These events are subject to change and represent the provision for the previous school year. Providers should check with the school to ascertain the status of any event or activity well before the proposed date.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

Please note that the school reserves the right to withhold access if not deemed in the best interests of our students.

### **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 with the school library, which is managed by the school librarian. The library is available to all students at least one day per week at lunch time.