



Policy Name	PROVIDER ACCESS
Relevant To	Federation <input checked="" type="checkbox"/> Bidwell Brook Only <input type="checkbox"/> Ellen Tinkham Only <input type="checkbox"/>
Type of Policy	Model <input type="checkbox"/> School <input checked="" type="checkbox"/>
Name of Policy Holder	Monika Davis
Subject/Department	Careers
Approved By	Full Governing Body <input type="checkbox"/> CBT Governors <input type="checkbox"/> T&L Governors <input checked="" type="checkbox"/> SLT <input type="checkbox"/>
Version Date (if applicable)	n/a
Date of Last Review	Spring Term 2022
Date of Next Review	Spring Term 2025

Introduction

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

Pupil Entitlement

All pupils in years 8-14 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:

Monika Davis
Federation Careers Leader
Telephone: 01392 467168
Email: mdavis@ellentinkham.devon.sch.uk

In the first instance, the provider should provide details of:

- Their target audience (age, number of students, criteria for identifying students to approach);
- Their offering to students;
- Whether the activity is planned for onsite at school or offsite; and
- Their proposed date-range.

Opportunities for Access

A number of events, integrated into the school's careers programme, will offer providers an opportunity to come into school to speak to pupils and / or their parents/carers as outlined in this Careers Strategy. Please speak to our Careers Leader to identify the most suitable opportunity for you.

Premises and Facilities

The school will make the main hall, classrooms or private meetings rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available audio, visual 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 Careers Leader who will make this accessible to our pupils, parent carers and staff.

Grounds for Granting or Refusing Access

- If the provider is not an approved training provider, the Federation retains the right to refuse access;
- Access will also be denied, if the provider fails to provide requested safeguarding-related documentation ahead of the visit. (Examples of possible documentation - proof of approved DBS check, copy of Public Liability Insurance Certificate);
- There may also be constraints on granting access due to the individual school's calendar and timetable.
- Providers should also provide copies of their promotional and presentation material to the individual school in advance.

Approved and Reviewed as part of the Careers Strategy