# Provider access policy statement

| Approved by: | Steve Pomery | **Date:** 11th December 2018 |
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| **Last reviewed on:** | 11th December 2018 | |
| **Next review due by:** | Autumn Term 2019 | |

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# 1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer.

It sets out:

- Procedures in relation to requests for access

- The grounds for granting and refusing requests for access

- Details of premises or facilities to be provided to a person who is given access

# 2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the Education Act 1997.

This policy shows how our school complies with these requirements.

# 3. Student entitlement

All students in years 8 to 13 at UTC Harbourside are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities, as part of our careers programme which provides information on the full range of education and training options available at each transition point

- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships

- Understand how to make applications for the full range of academic and technical courses

# 4. Management of provider access requests

### 4.1 Procedure

A provider wishing to request access should contact Helen Browne, Assistant Principal

Telephone : 01273 916170

Email : helenbrowne@utc-harbourside.org

## 4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

|  | Autumn term | Spring term | Summer term |
|---|---|---|---|
| Year 10 | *Assembly and tutor group opportunities - employability skills, visiting employers* | *Networking event with providers and employers (NHS, Uniformed Services)* | *Work experience preparation sessions*<br><br>*Work experience* |
| Year 11 | *Assembly on opportunities at 16*<br><br>*Moving Forward Event* | *Post-16 evening*<br><br>*Post-16 taster sessions*<br><br>*Apprenticeships – support with applications* |  |
| Year 12 | *Assembly and tutor group opportunities - employability skills, visiting employers* | *Higher education (HE) fair*<br><br>*Post-18 assembly - apprenticeships* | *Small group sessions: future education, training and employment options* |
| Year 13 | *HE and higher apprenticeship applications*<br><br>*Moving Forward Event* | *Assembly and small group opportunities - employability skills* |  |

Please speak to Helen Browne to identify the most suitable opportunity for you.

## 4.3 Granting and refusing access

- External providers will be granted access to students where their provision is relevant to the STEM demographic of our students.

- UTC Harbourside will organise careers fairs and events for multiple providers to attend to give students the greatest access to choice and comparison and to manage the disruption within the school day. Visits or events outside of these times need to demonstrate an additional educational advantage that is curriculum based. For example an Engineering Workshop or Science talk etc.

## 4.4 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

**4.5 Premises and facilities**

External providers can liaise with the college to agree the use of Science laboratories, meeting spaces or classrooms. Where there is a cost implication this should be agreed in advance.

# 5. Links to other policies

- *External providers would be expected to work within the policies of the UTC that can be found on <u>our website</u>.*

- *In particular they should note that unless they should a valid DBS and identity card they will be supervised by UTC staff at all times.*

- *Any access to the internet should follow our safeguarding and privacy policies and ensure that information is age relevant.*

# 6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Helen Browne, Assistant Principal

This policy will be reviewed by Steve Pomery, Annually At every review, the policy will be approved by The governing body