



**GUILSBOROUGH ACADEMY**

**PROVIDER ACCESS POLICY STATEMENT**

Policy Name	Provider Access Policy
Committee	Governors to Ratify
Owner	Careers Lead
Statutory	Yes

Date Ratified	Review Date
January 2022	January 2023

**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 8-13 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 Mr Steve Flanagan, Head of Life Skills and Enterprise - Telephone: 01604 749100; Email: [Flanagan@guilsborough.northants.sch.uk](mailto:Flanagan@guilsborough.northants.sch.uk)

**Opportunities for access**

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



2021 - 2022	Autumn Term	Spring Term	Summer Term
Year 7	<p>Tutor time assemblies and workshops.</p> <p>Life Skills in tutor time weekly</p> <p>Life Skills assembly</p>	<p>Careers drop in sessions</p> <p>National Careers Week lessons.</p> <p>Life Skills in tutor time weekly</p> <p>National Apprenticeship week</p> <p>Fast Tomato Launch</p>	<p>Careers drop in sessions</p> <p>1:1 guidance for referred pupils</p> <p>Tutor time assemblies</p> <p>Life Skills in tutor time weekly</p>
Year 8	<p>Careers drop in sessions</p> <p>Life Skills in tutor time weekly</p> <p>Tutor time assemblies and workshops.</p>	<p>Careers drop in sessions</p> <p>Tutor time assemblies during tutor time</p> <p>Revisit Fast Tomato</p> <p>1:1 guidance for referred pupils</p> <p>KS4 options assembly and Options Evening event</p> <p>Life Skills in tutor time weekly</p> <p>National Careers Week lessons/visitors</p> <p>National Apprenticeship week</p>	<p>Careers drop in sessions</p> <p>Tutor time assemblies</p> <p>Life Skills in tutor time weekly</p>
Year 9	<p>Careers drop in sessions</p> <p>Life Skills in tutor time weekly</p> <p>Tutor time assemblies and workshops.</p>	<p>Careers drop in sessions</p> <p>1:1 guidance for referred pupils</p> <p>Life Skills in tutor time weekly</p> <p>National Careers Week lessons/visitors</p>	<p>Careers drop in sessions</p> <p>Tutor time assemblies</p> <p>Life Skills in tutor time weekly</p>
Year 10	<p>Tutor time assemblies</p> <p>Life Skills in tutor time weekly</p>	<p>Tutor time assemblies</p> <p>Life Skills in tutor time weekly</p>	<p>Tutor time assemblies</p> <p>Life Skills in tutor time weekly</p>



	Virtual Careers Fair with Apprenticeship providers, Colleges and Employers	National Careers Week lessons/visitors National Apprenticeship week	Virtual work experience 1:1 interview with independent Careers Adviser
Year 11	1:1 interview with independent Career Adviser  Virtual Careers Fair with Apprenticeship providers, Colleges and Employers  Life Skills in tutor time weekly  RONI Intervention for selected pupils	Post-16 evening Follow up 1:1 interviews  Post-16 taster sessions Life Skills in tutor time weekly  National Careers Week lessons/visitors  National Apprenticeship week	Careers drop in sessions  Local events advertised to students.  Life Skills in tutor time weekly
Year 12	Virtual Careers Fair with Apprenticeship providers, Colleges and Employers	Business Breakfast  Small group sessions: future education, training and employment options.  'Not going to University' group mentoring  National Careers Week lessons/visitors  National Apprenticeship week  UK University and Apprenticeship Fair  UCAS Convention, East Midlands	Small group sessions: future education, training and employment options  Work experience placements. (Some Virtual)
Year 13	Virtual Careers Fair with Apprenticeship providers, Colleges and Employers  UCAS application support  1:1 careers interview on request	National Apprenticeship week  National Careers Week lessons/visitors  Life Skills Day, "Careers"	Additional support to non-university students



Please speak to our CEIAG Manager (Anne Ridsdale - External Provider) to identify the most suitable opportunity for you

### **Premises and facilities**

Access to the school is limited during these restricted times. We are always happy to discuss virtual events, either live or pre-recorded.

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 Head of Life Skills and Enterprise, or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Office, which is managed by the CEIAG Manager.

This policy links with the Safeguarding Policy.