



COUNDON COURT

PROVIDER ACCESS POLICY STATEMENT

Approved by:	CO HEADTEACHERS	Date: September 2021
Last reviewed on:	September 2021	
Next review due by:	September 2022	

1. Aims

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

- › 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 Coundon Court 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 to our students will need to contact the school careers link, detailed below. We offer providers an opportunity to come into school to speak to students / parent / carers, through our Personal Development and Careers programme.

Please contact the school with the following information:

- › The name of the organisation
- › The provision offered and the most suitable opportunities for you to access our students.

Any provider wishing to request access should contact Amy O'Connor, Director of Personal Development.

Telephone: 02476225121

Email: amy.o'connor@coundoncourt.org

4.2 Opportunities for access

A number of events, integrated into our careers and Personal Development programme, will offer providers an opportunity to come into school to speak to students and/or their parents / carers about the full range of education and training opportunities available at each transition point.

Some examples of the opportunities provided for training and education providers to speak to our students and / or their parents / carers are shown below. Opportunities for access are not limited to these examples as our provision is fluid and adjusted when further opportunities arise throughout the year:

YEAR 8	CEIAG Education What is an Apprenticeship? Meet the apprentice	Introduction to Unifrog	Careers and Gender Stereotypes
YEAR 9	Assembly and tutor group opportunities - employability skills. Famous Apprentices	National Apprenticeship week in Spring term	Key Stage 4 options event. Subject talks through assemblies and subject taster sessions.
YEAR 10	Careers – Budget plans, including monthly incomes.	My Next Steps – including Further Education and Labour Market Information	Work experience
YEAR 11	Assembly - opportunities at 16. Different types of Post 16 study	Post-16 evening Post-16 taster sessions Introduction to UCAS	Apprenticeships – support with applications
YEAR 12	Post-18 assembly - apprenticeships	Higher education (HE) fair	Small group sessions: future education, training and employment options
YEAR 13	HE and higher apprenticeship applications	Assembly and small group opportunities - employability skills	

4.3 Premises and facilities

The school will provide suitable venues for presentations, discussions and / or activities between providers and our students, parents and carers, as appropriate.

All requirements must be discussed and agreed in advance of the visit with our Careers Lead or a member of the Leadership team.

* Covid restrictions will be monitored and adjusted in line with LA and school risk assessments.

Providers are welcome to leave a copy of their prospectus or other relevant literature for our students to access and read.

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.

5. Links to other policies

Links to policies connected to this document:

- Safeguarding/child protection policy
- Careers guidance policy

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Mrs C Green, Senior Assistant Head Teacher

This policy will be reviewed by the Co Headteachers annually.