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Provider Access



**Bishop
Perowne**
Church of England College
Endeavour Forever

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B. Document contributors

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C. Approval

This document is a controlled document authorized for release once all signatures have been obtained or has been approved for release at either a Full Governing Board meeting or relevant sub-committee meeting. Approval of this document constitutes approval of the content as described herein.

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D. Document revision

Date	Revision	Modification	Modified by
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1 OVERVIEW

1.1 Purpose

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

1.2 Scope

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

1.3 Related documents

1.4 Reviews

This policy will be reviewed by Mrs J Price annually. At every review, the policy will be approved by the governing board.

1.5 Equality Impact Assessment

Under the Equality Act 2010 the College is obliged not to discriminate against people on the basis of age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and the Governing Body believes that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil or any other connected party and it helps to promote equality at the College.

2 RESPONSIBILITY FOR THE POLICY AND PROCEDURE

2.1 Role of the Governing Board

The Governing Board has:

- delegated powers and responsibilities to the Head teacher to ensure all college personnel and visitors to the college are aware of this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;
- nominated a link governor to visit the college regularly, to liaise with the Head teacher and the coordinator and to report back to the Governing Board;
- responsibility for the effective implementation, monitoring and evaluation of this policy

2.2 Role of the head teacher

The Head teacher will:

- ensure all College personnel, students and parents are aware of this policy;
- work closely with the link governor and coordinator;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy;

3 POLICY AND PROCEDURES

3.1 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.

3.2 Student 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.

3.3 Management of provider access requests Procedure

A provider wishing to request access should contact Mrs J Price, (Deputy Headteacher and Careers Lead).
Telephone: 01905 746800 Email: pricej@bishopperowne.co.uk

3.4 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/carers

	Autumn	Spring	Summer
Year 7	Young Innovators Show (gifted students).	Big Bang Fair	Careers Fair. Careers Unit of Work in PSRE.
Year 8		Worcestershire Skills Show Key stage 4 Options Evening. Careers Unit of Work in PSRE	Careers Fair. Careers Unit of Work in PSRE
Year 9		PE trip to Worcester University (gifted students). Gloucester University trip.	Careers Fair. Careers Unit of Work in PSRE.
Year 10	NEC skills show. PiXL conference (gifted students). Getting into Top Universities (gifted students).		Careers Fair. Mother and Baby Show. Mock interview day. Careers Unit of Work in PSRE.
Year 11	Careers programme and assemblies in tutor lessons. Post 16 providers attend Parents' Evening. College Application Week. Looking Ahead students to Worcester University. Mock interview day. NEC skills show. Post 16 subject talks.	Post 16 providers talks. Worcestershire Skills Show. Apprentice workshop. NCS assembly. Careers programme in tutor lessons.	Careers Fair.

In addition to the above there are a range of assemblies delivered to all year groups across the academic year related to careers/jobs including those that are STEM related and apprenticeship opportunities.

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

3.5 Premises and Facilities

The school will make the main theatre, classrooms or 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 at the Study Centre or give it to the careers leader. This information will be made available to students in the library or on the careers noticeboard located outside of the canteen. The library is available to all students at lunch and break times.

4 DISSEMINATION

4.1 Promoting Awareness

We will raise awareness of this policy via:

- The College website www.bishopperowne.co.uk
- Meetings with College personnel and volunteers
- Reports such as the annual report to parents and Head teacher reports to the Governing Board

4.2 Training

All school personnel:

- Receive training on induction which specifically covers:
 - All aspects of this policy
- Receive periodic training so that they are kept up to date with new information;
- Receive equal opportunities training on induction in order to improve their understanding of the Equality Act 2010 and its implications.

4.3 Monitoring the Effectiveness of the Policy

This policy will be reviewed annually or when the need arises.

5 GLOSSARY

Glossary of terms used within this policy and procedure document. For the full Glossary of terms used at Bishop Perowne CE College, please refer to the document "REF-02 Glossary of Terms".

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SENCO	Special Educational Needs Co-ordinator

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