



Provider Access Policy

Date Reviewed: September 2018

Date Policy Approved:

Next Review Date: September 2019

Introduction

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

Student entitlement

Students 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 evenings, 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 Cath Gibbins, Acting Careers Lead, on 01325 351377 or email: gibbins@wyvernacademy.org

Opportunities for access

A number of events, integrated across the school curriculum, will offer providers an opportunity to come into school to speak to pupils and/or their parents:

2018-19	Autumn Term	Spring Term	Summer Term
Years 7 and 8	Enrichment visits may be organised Assembly and tutor group opportunities	Enrichment visits may be organised Assembly and tutor group opportunities	Enrichment visits may be organised Assembly and tutor group opportunities Enrichment week: programme to be finalised
Year 9	Enrichment visits may be organised Assembly and tutor group opportunities	Year 9 Parents evening Year 9 options evening Enrichment visits may be organised Assembly and tutor group opportunities	Enrichment visits may be organised Assembly and tutor group opportunities Enrichment week: programme to be finalised

2018-19	Autumn Term	Spring Term	Summer Term
Year 10	Enrichment visits may be organised Assembly and tutor group opportunities	Enrichment visits may be organised Assembly and tutor group opportunities	Year 10 Parents Evening Enrichment visits may be organised Assembly and tutor group opportunities Taster visits to local colleges Enrichment week: programme to be finalised
Year 11	Presentations from local colleges and post-16 providers Careers evening	Local college interviews Apprenticeship and National Citizenship assembly Year 11 Parents Evening	

Please speak to our acting Careers Lead, Cath Gibbins, to identify the most suitable opportunity for you.

The school policy on safeguarding <http://wyvernacademy.org/wp-content/uploads/2018/06/SAFEGUARDING-POLICY.pdf> sets out the school's approach to allowing providers into school as visitors to talk to our students.

Premises and facilities

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 Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature for the Careers Library. The Library is available to all students at all times.