

Provider access policy statement

Millais School



Approved by: Head Teacher **Date:** Spring 2022

Last reviewed on: Spring 2022

Next review due by: Spring 2024

Contents

| | |
|--|---|
| 1. Aims | 2 |
| 2. Statutory requirements | 2 |
| 3. Student entitlement..... | 2 |
| 4. Management of provider access requests..... | 2 |
| 5. Links to other policies | 4 |
| 6. Monitoring arrangements..... | 4 |

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 7 to 11 at Millais School 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, e.g. through activities and events such as options events, assemblies and taster events
- › 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 Jenna Wyatt (Assistant Headteacher)

Telephone: 01403 254932

Email: jenna.wyatt@millais.org.uk

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:

In the following table, outline examples of the opportunities provided for training and education providers to speak to students and/or their parents/carers. We've provided some examples:

| | AUTUMN TERM | SPRING TERM | SUMMER TERM |
|---------|--|--|--|
| YEAR 7 | | National apprenticeship week tutor time | |
| YEAR 8 | | National apprenticeship week tutor time | |
| YEAR 9 | Assembly and tutor group opportunities - employability skills | National apprenticeship week events and assembly Key Stage 4 options event for parents & carers Careers appointments to help students choose their options with a focus on connection to Post 16 opportunities and careers | |
| YEAR 10 | Assembly and tutor group opportunities - employability skills and alumni talks | National apprenticeship week events and assembly NCS assembly and sign up | Networking event with Post 16 providers and employers Post 16 information evening WSCC support appointments for students at risk of NEET |
| YEAR 11 | Assemblies by Post 16 providers Apprenticeships and college – support with applications | National apprenticeship week events and assembly NCS assembly and sign up | Post-16 taster sessions School work experience opportunity |

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

These events will run in line with our school's current COVID-19 safety measures and will depend on national restrictions at the time.

4.3 Granting and refusing access

- Access to students will be based upon timetabling considerations
- Access to students would fit into the schools' overarching plans for Careers

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

- Facilities will be arranged to enable providers to access students, e.g. rooms, specialist equipment such as audio and visual devices
- Specific requests need to be agreed with the school prior to any visit.
- Providers need to explain what prospectuses or other materials would be left for students to read and these would be checked by the Assistant Head and the Careers Officer.

5. Links to other policies

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by the Assistant Head with responsibility for Careers and Post 16 choices.

This policy will be reviewed by Jenna Wyatt (Assistant Head) biennially

At every review, the policy will be approved by the governing board.