

Provider access policy statement



Heathfield
COMMUNITY SCHOOL

Approved by: Peter Hoare

Date: 05/11/2018

Last reviewed on: 25/02/2019

Next review due by: 07/2019

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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.

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 Heathfield Community 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
- 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 Natasha Rand, Careers SLT Link.

Telephone: 01823 412396

Email: careers@heathfieldcommunityschool.co.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:

	Autumn term	Spring term	Summer term
Year 8	<ul style="list-style-type: none"> • PSHE Tutorials • STEM Club • Assemblies • Enterprise Events 	<ul style="list-style-type: none"> • PSHE Tutorials • STEM Club • Assemblies • Enterprise Events 	<ul style="list-style-type: none"> • PSHE Tutorials • STEM Club • Assemblies • Parents' Evening • Enterprise Events
Year 9	<ul style="list-style-type: none"> • PSHE Tutorials • STEM Club • Assemblies • Enterprise Events • Career Pilot Workshop • Independent Careers advice (Jackie Martin) 	<ul style="list-style-type: none"> • PSHE Tutorials • STEM Club • Assemblies • Parents' Evening • Enterprise Events • Careers Fair • Independent Careers advice (Jackie Martin) 	<ul style="list-style-type: none"> • PSHE Tutorials • STEM Club • Assemblies • Enterprise Events • Independent Careers advice (Jackie Martin)
Year 10	<ul style="list-style-type: none"> • PSHE Tutorials • Assemblies • Visit to External Careers Show • Enterprise Events • Independent Careers advice (Jackie Martin) • Next Steps South West Programme 	<ul style="list-style-type: none"> • PSHE Tutorials • Assemblies • Parents' Evening • Visit to External Careers Show • Enterprise Events • Independent Careers advice (Jackie Martin) • Next Steps South West Programme • Work Experience 	<ul style="list-style-type: none"> • PSHE Tutorials • Assemblies • Enterprise Events • Independent Careers advice (Jackie Martin) • Articulacy
Year 11	<ul style="list-style-type: none"> • PSHE Tutorials • Assemblies • Enterprise Events • Independent Careers advice (Jackie Martin) • Next Steps South West Programme • Post-16 evening • Post-16 taster sessions 	<ul style="list-style-type: none"> • PSHE Tutorials • Assemblies • Enterprise Events • Independent Careers advice (Jackie Martin) • Next Steps South West Programme • Post-16 evening • Post-16 taster sessions • Apprenticeships – support with applications 	<ul style="list-style-type: none"> • Independent Careers advice (Jackie Martin)
Year 12	<ul style="list-style-type: none"> • Enterprise Events • Independent Careers advice (Jackie Martin) • Apprenticeships – support with applications • University – choice support • External professional 	<ul style="list-style-type: none"> • Enterprise Events • Independent Careers advice (Jackie Martin) • Apprenticeships – support with applications • University – choice support • External professional 	<ul style="list-style-type: none"> • Enterprise Events • Independent Careers advice (Jackie Martin) • Apprenticeships – support with applications • University – choice support

Year 13	<ul style="list-style-type: none"> advisors with relevant experience • External visits 	<ul style="list-style-type: none"> advisors with relevant experience • External visits 	<ul style="list-style-type: none"> • External professional advisors with relevant experience • External visits
	<ul style="list-style-type: none"> • Enterprise Events • Independent Careers advice (Jackie Martin) • Post-18 evening • Post-18 taster sessions • Apprenticeships – support with applications • University – choice support • External professional advisors with relevant experience • External visits 	<ul style="list-style-type: none"> • Enterprise Events • Independent Careers advice (Jackie Martin) • Post-18 evening • Post-18 taster sessions • Apprenticeships – support with applications • University – choice support • External professional advisors with relevant experience • External visits 	

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

4.4 Safeguarding

The school's policies on safeguarding and visitors sets out the school's approach to allowing providers into Heathfield School as visitors to talk to our students. These can be found on the [school's website](#).

4.5 Premises and facilities

Heathfield School and The SPACE will provide a suitable venue, classroom or private meeting room available for discussions between the provider and students, as appropriate to the activity. This will all be discussed and agreed in advance of the visit with the Careers Manager. Providers are welcome to leave a copy of their prospectus or other relevant course literature in the Learning Resources Centre or The SPACE, both of which are managed by the Careers Team. The Learning Resources Centre is available to Year 7-11 pupils at lunch and break times. Year 12-13 pupils may access resources at The SPACE.

5. Links to other policies

Our Safeguarding, Child Protection, Careers Guidance Policies can all be found on our school website which can be found at <http://www.heathfieldcommunityschool.co.uk/policies>

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Natasha Rand, SLT Careers Link..

This policy will be reviewed by Natasha Rand annually. At every review, the policy will be approved by Peter Hoare, Headteacher.