

**Provider Access Policy**

**January 2019**

**Introduction**

This policy statement sets out the college’s arrangement for managing the access of providers to students at the college for the purpose of giving them information about the provider’s education or training offer. This complies with the college’s legal obligations under Section 42B of the Education Act 1997.

**Student entitlement**

All students in years 7-11 are entitled:

* To find out about technical education qualifications and apprenticeship 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.

**Management of provider access requests**

**Procedure**

A provider wishing to request access should contact Mrs S. Hudson – Leader of iD(PSHE), Telephone: 01282 683010 Email: s.hudson@unity.lancs.sch.uk or Z. Hammond-Phillips, Assistant Head (Careers Lead), Telephone: 01282 683010 Email: z.hammond-phillips@unity.lancs.sch.uk

**Opportunities for access**

A number of events, integrated into the college careers programme, will offer providers an opportunity to come into college to speak to students and/or their parents/carers:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Autumn Term** | **Spring Term** | **Summer Term** |
| Year 7 | Life and employability skills in assembly | Investigating budgets linked to employment in iD |  |
| Year 8 | iD activities on the importance of grades linked to career pathway | KS4 options event including options interview with SLT | Life and employability skills in assembly |
| Year 9 |  | Life skills unit in iD |  |
| Year 10 | iD interview technique and CV writing unit | College Taster daysEvening careers event | Employer engagement.College taster days |
| Year 11 | Careers interviewsCollege talksCollege application support | College application support |  |

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

**Premises and facilities**

The college will make the auditorium, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The college will also make available AV and other specialist equipment to support provider presentations. This will 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 Reception. These will be added to a resource centre that is available to all students at lunch and break times.

**Approval and review**

Approved ………………………………….by Governors at ………………………………Committee

Next review: ………………………………..

Signed: ………………………………………… Chair of Governors

Signed ………………………………………… Headteacher