



SAMUEL WARD

Provider Access Policy

Introduction

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

Pupil Entitlement

All pupils in years 8 -13 are entitled to

- 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.

Management of provider access requests

Procedure

A provider wishing to request access should contact Jacqui Singleton, Careers Practitioner or Kerrie Cavilla Perkins, Careers Leader.

Contact details: jsingleton@samuelward.co.uk
kcavilla@samuelward.co.uk 01440 761511

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 pupils and/or their parents/carers.

<https://samuelward.co.uk/files/resources/student-entitlement-jan-2020-update.pdf>

Please speak to Jacqui Singleton to identify the most suitable opportunity for you.

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 at the Careers Office. The office is available to all students throughout the day.

Approval and review

Approved 25th January 2021 by Governors at

Next review: January 2023

Signed:



Sue Kehr
Chair of Governors



Andy Hunter
Head teacher