

Provider Access Policy

September 2023

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Approved by:	Wyvern Academy LAB
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Consilium
Academies

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1. Aims

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.

2. Legislation and statutory guidance

This policy is based on statutory guidance from the Department for Education: [Careers guidance and access for education and training providers \(publishing.service.gov.uk\)](https://publishing.service.gov.uk) January 2023 and complies with the school's legal obligations under [Section 42B of the Education Act 1997](#)

3. Student entitlement

Students in years 7-13 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.

4. Procedure

A provider wishing to request access should contact Ruth Hampson, our Assistant Headteacher for Personal Development and line manager of our Careers Lead, on 01325 351377 or email: wyy.careers@consilium-at.com

5. Roles and responsibilities

The Careers Lead is responsible for

- maintaining the provider access register
- inviting providers into school and facilitating their visits
- ensuring that safeguarding arrangements are in place in line with [Consilium policy on child protection and safeguarding](#)

Providers are responsible for

- providing any information requested in a timely manner eg. Full names and DBS numbers of staff visiting
- following all instructions regarding safeguarding from school staff.

6. Opportunities for access

A number of events, integrated across the school curriculum, offer providers an opportunity to come into school to speak to pupils and/or their parents. Please speak to our Careers Lead to identify the most suitable opportunity for you. The latest information can be found on our Careers Calendar and typically includes

2023-24	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 College event World of Work Event
Year 9	Enrichment visits may be organised Assembly and tutor group opportunities	Enrichment visits may be organised Assembly and tutor group opportunities Options Evening College event	Enrichment visits may be organised Assembly and tutor group opportunities World of Work event
Year 10	Enrichment visits may be organised Assembly and tutor group opportunities Careers evening	Enrichment visits may be organised Assembly and tutor group opportunities College event	Enrichment visits may be organised Assembly and tutor group opportunities Taster visits to local colleges World of work event
Year 11	Presentations from local colleges and post-16 providers Careers evening	Presentations from local colleges and post-16 providers Apprenticeship and National Citizenship assembly.	

7. 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 Lead.

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