



## Birchwood High School 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 purposes 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.

### Student entitlement

Students in years 8-13 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.

### Management of provider access requests

#### Procedure

A provider wishing to request access should contact Judith Crimes, Careers Leader

Telephone: 01279 756482 Email: crimesj@birchwoodhigh.org.uk

### Opportunities for access

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

	Autumn Term	Spring Term	Summer Term
<b>Year 8</b>		assembly and tutor group opportunities  KS4 options event	assembly and tutor group opportunities

	Autumn Term	Spring Term	Summer Term
<b>Year 9</b>		assembly and tutor group opportunities	
<b>Year 10</b>	Careers Fair		assembly and tutor group opportunities
<b>Year 11</b>	Careers Fair assembly on opportunities at 16	Workshops – FE and apprenticeship applications	
<b>Year 12</b>	Careers Fair Post 18 assembly – apprenticeships, HE		Small group sessions: future education, training and employment options
<b>Year 13</b>	Careers Fair	Workshops – HE and higher apprenticeship applications	

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

The school policy on safeguarding, which can be found on the school website, sets out the school's approach to allowing providers into school as visitors to talk to our students.

### **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 for the Careers Resource section in the school Library. The Library is available to all students at lunch and break times.