

St. Bernard's 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 *Heulwen Davies, Careers Coordinator*

Telephone: 01702 343583 Email: office@stbernards.southend.sch.uk

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:

	Autumn Term	Spring Term	Summer Term
Year 8	Careers Talks	Careers Talks Careers Fair	Careers Talks
Year 9	Careers Talks	Careers Talks Careers Fair	Careers Talks

	Autumn Term	Spring Term	Summer Term
Year 10	Careers Talks	Careers Talks Careers Fair	Careers Talks
Year 11	Careers Talks	Careers Talks Careers Fair	
Year 12	Careers Talks	Careers Talks Careers Fair	Careers Talks Beyond 18 Day-group sessions: HE: Apprenticeship: Student Finance: training and employment options
Year 13	Careers Talks	Careers Talks Careers Fair	

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

The school policy on safeguarding (*see the Statutory Information section 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 equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Coordinator.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers library, which is managed by the Careers Coordinator. The Resource Centre is available to all students at lunch and break times.

Approval and review

Approved 15/12/17 by Governors at the Teaching & Learning Committee

Next review: Dec 2020

Signed: R Calton Chair of Governors

A Sharpe Headteacher