

# Policy statement on provider access

## ***The Emmbrook 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 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 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 Pete Whitehouse, Assistant Headteacher.

Telephone: 01189784406 Email: PWhitehouse@emmbrook.wokingham.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/carers:

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
Year 8	Life Skills (Barclays course) – assembly and tutor group opportunities	KS4 options event	Life Skills (Barclays course) – assembly and tutor group
Year 9	Event for University Technical Colleges - TBC	Life Skills (Barclays course) – assembly and tutor group	Start careers tracker launch development
Year 10	Life Skills (Barclays course) – assembly and tutor group opportunities	Start careers tracker launch Adviza interviews	Careers fair Interview day Post 16 options information Adviza interviews

Year 11	Life Skills (Barclays course) – assembly on opportunities at 16 Adviza Event for University Technical Colleges (?) Adviza interviews	Post-16 evening Post-16 taster sessions Adviza interviews	
Year 12	Higher Education Fair Post-18 assembly - apprenticeships Adviza interviews	Small group sessions: future education, training and employment options Adviza interviews	Small group sessions: future education, training and employment options Adviza interviews Work experience opportunities
Year 13	Workshops – HE and higher apprenticeship applications Adviza interviews	Workshops – HE and higher apprenticeship applications Adviza interviews	

Please speak to our Careers Leader 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 Centre, which is managed by the careers lead. The Careers Centre is available to all students at lunch time.

### **Approval and review**

Approved *April 2018* by Governors at Student committee

Next review: *April 2019*

*Dave Whiting* Chair of Governors

*Paul O'Neill* Head teacher