

# Provider access statement

Abbeyfield School

<b>Approved by:</b>	J Stewart	<b>Date:</b> 09/2022
---------------------	-----------	----------------------

<b>Last reviewed on:</b>	09/2022
--------------------------	---------

<b>Next review due by:</b>	06/2023
----------------------------	---------

# Contents

1. Aims .....	2
2. Statutory requirements .....	2
3. Student entitlement.....	2
4. Management of provider access requests.....	2
5. Links to other policies .....	4
6. Monitoring arrangements.....	4

---

## 1. Aims

This statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- › Procedures in relation to requests for access
- › The grounds for granting and refusing requests for access
- › Details of premises or facilities to be provided to a person who is given access

## 2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#).

This statement shows how our school complies with these requirements.

## 3. Student entitlement

All students in years 8 to 13 at Abbeyfield School are entitled to:

- › Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- › Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- › Understand how to make applications for the full range of academic and technical courses

## 4. Management of provider access requests

### 4.1 Procedure

We are keen that companies and providers have open 2 way communication with our school and its students. There are many opportunities that students have and enabling communication to them is imperative. As such, we have a dedicated contact for such queries and requests to be initiated.

A provider wishing to request access should contact [James Stewart], [Assistant head, assessment and reporting].

Telephone: 01249 464573

Email: [jrs@abbeyfield.wilts.sch.uk](mailto:jrs@abbeyfield.wilts.sch.uk)

## 4.2 Opportunities for access

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

	TERM 1-2	TERM 3-4	TERM 5-6
YEAR 7	Assembly on tech, vocational and academic pathways	College assembly on pathways	Careers workshop Careers Fair
YEAR 8	Assembly on tech, vocational and academic pathways	Army apprenticeships careers day College assembly on pathways	Careers Fair
YEAR 9	Assembly on tech, vocational and academic pathways Colleges invited to pathways evening	Key Stage 4 options event Army apprenticeships careers day College assembly on pathways	Careers workshop Careers Fair
YEAR 10	Assembly on tech, vocational and academic pathways	Networking event with providers and employers Careers Fair Chippenham College open days College assembly on pathways	Work experience preparation sessions Work experience Careers Fair Careers day – apprenticeships foci
YEAR 11	Assembly on opportunities at post 16 Assembly on tech, vocational and academic pathways	Post-16 evening Post-16 taster sessions Apprenticeships – support with applications Careers Fair Chippenham College open days College assembly on pathways	Careers Fair Apprenticeship support sessions
YEAR 12	Higher education (HE) fair Post-18 assembly – apprenticeships Apprenticeship provider visitations begin	Apprenticeships mentoring programme	Small group sessions: future education, training and employment options Careers Fair Work experience
YEAR 13	HE and higher apprenticeship applications	Assembly and small group opportunities - employability skills	Careers Fair

Please speak to James Stewart our Careers coordinator to identify the most suitable opportunity for you.  
[jrs@abbeyfield.wilts.sch.uk](mailto:jrs@abbeyfield.wilts.sch.uk)

### **4.3 Granting and refusing access**

Access will be granted when there is clear reason for contact.

Access will be granted when all checks have been vetted and agreed.

Access will be refused when any checks return problems.

### **4.4 Safeguarding**

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

### **4.5 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 reception, which will then go to the library. The library is available to all students at lunch and break times.

## **5. Links to other policies**

There are further links to the following policies that the school maintains and adheres to.

- Safeguarding/child protection policy
- Careers guidance policy

## **6. Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to students are monitored by James Stewart.

This statement will be reviewed by [James Stewart (Assistant Head)] [this review will take place once a year].