

	<b>Provider Access Policy</b>			
	<b>Applicable to:</b>  Staff, Students & Parents	<b>Committee Responsible:</b>  Curriculum & Standards	<b>Person Responsible:</b>  Careers Leader	<b>Date for Next Review:</b>  September 2022

Please note: during academic year 2021/22, access of providers to pupils will need to be facilitated in line with any Covid-19 Risk Assessments.

As a result contact with students may need to be virtual rather than face to face.

## **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: Helen Haines, Careers Leader

Telephone: 01993 823303 DDI 01993 825342

Email: h.haines@burford.oxon.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: These may be through extended assembly time, through PHSE time or through small group sessions. Alternatively we work in partnership with other West Oxfordshire schools to offer careers events which may also offer opportunities to meet with our students and their parents/carers.

Please speak to our Careers Leader, Mrs Helen Haines to identify the most suitable opportunity for you.

**Premises and facilities**

The school will make the main hall, classrooms or the careers library 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, Mrs Helen Haines or a member of the year team.

Providers are most welcome to leave a copy of their prospectus or other relevant course literature marked for the attention of Mrs Haines or at the school careers library.