



Tapton School

Provider Access Policy

July 2018

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COMMITTEE: Teaching & Learning

LAST REVIEW/UPDATE: July 2018

LEVEL OF CHANGE: New Policy

NEXT REVIEW: July 2019

Tapton 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.

This policy may be revised from time to time so Providers should always ascertain that they are accessing the latest version,

Pupil entitlement

All pupils in years 7-13 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 Clare Bensa, Careers Information and Guidance Coordinator

Telephone: 01142671414

Email: cbensa@taptonschool.co.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:

Year 7-13	Potential for input into assemblies, form time discussions, lunchtime or after-school workshops, drop in sessions during Parents Evenings, small group sessions
Year 7	By arrangement – involvement in planned programme of Careers-related learning via PSHE lessons Language Options process
Year 8	By arrangement – involvement in planned programme of Careers-related learning via PSHE lessons DT Options process What's My Career – extended assembly
Year 9	By arrangement – involvement in planned programme of Careers-related learning via PSHE lessons Options Morning/Evening UTC Taster Days
Year 10	Mock interviews for targeted students PSHE off-timetable days Parents UCAS Information Evening
Year 11	Mock interviews for targeted students Post 16 Opportunities Evening PSHE off-timetable days Be Inspired Apprenticeship Fair (off-site)
Year 12	Volunteering Fair
Year 13	Higher Education Fair Volunteering Fair

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

The school policy on Safeguarding sets out the school's approach on allowing providers into school as visitors to talk to our students. This can be viewed in the Safeguarding section of the school website.

Tapton School is keen to promote equality and diversity – please refer to the Equality Statement and Objectives under the School Policies section of the website.

Premises and facilities

All requests for access will be considered taking into account operational factors in the school at the time of the request. The school will endeavour to 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, subject to availability. 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 copies of their prospectus or other relevant course literature which will be displayed in the Careers Resources area which is accessible to students at all times.

Information can also potentially be included in the 6th Form and KS4 Careers Newsletters.

Approval and review

Approved by Governors at Curriculum and Standards Committee



Mr F Woodruff

Chair of Governors



Ms K Rhodes

Associate Headteachers



Mr A May