

PROVIDER ACCESS POLICY STATEMENT

Aims

This policy statement aims to set out our school and college'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
- 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 policy shows how our school complies with these requirements.

Student entitlement

All students in Years 8 to 13 at Northallerton School & Sixth Form College 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

Management of provider access requests

Procedure

A provider wishing to request access should contact Ruth Hamer, Careers Advisor, telephone: 01609 773340, email: rhamer@richmondschool.net

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:

	Autumn term	Spring term	Summer term
Year 9	Assembly and tutor group opportunities - employability skills	Key Stage 4 options event	
Year 10		Assembly and tutor group opportunities - employability skills	Aim Higher Careers Evening
Year 11	Assembly on opportunities at 16	Post-16 taster sessions Apprenticeships – support with applications	
Year 12		Assembly and small group opportunities – options post-18	Small group sessions: future education, training and employment options. Aim Higher Careers Evening Careers afternoon – making an application
Year 13	HE and higher apprenticeship applications	Assembly and small group opportunities - employability skills	

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

Grounds for granting requests for access

Upon request, providers will be given access to attend and take part in school assemblies, timetabled careers or Learning for Life lessons, and careers or raising aspirations calendared events that Northallerton School & Sixth Form College is arranging. Students may also travel to visit another provider as part of an organised school trip in partnership with Richmond School & Sixth Form College.

Safeguarding

As part of the school's and college's safeguarding/child protection procedures for checking the identity and suitability of visitors, all speakers will be required to complete documentation. Education and training providers will be expected to adhere to this policy.

Premises and facilities

The school has a range of facilities available for providers depending on their needs. Prior to any visit, providers must discuss with the Careers Advisor in the first instance and then IT support staff/Site Manager as appropriate to agree which facilities can be used.

Following the visit the providers may wish to leave materials/resources for the students and parents to access at a later date.

Monitoring arrangements

The school's and college's arrangements for managing the access of education and training providers to students is monitored by Ruth Hamer, Careers Advisor.

This policy will be reviewed by Ruth Hamer, Careers Advisor annually. At every review, the policy will be approved by the governing body/ governor – Mr Nick Stafford and Head of School – Mrs Vicki Rahn.

Policy Review dates:

Review Date	Changes made (Y/N)	Responsibility	Approved by Governors
October 2018	Yes	BHa	
May 2020	Yes	R Hamer	