

# Provider access policy statement

## Purbrook Park School



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## 1. Aims

This policy 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 policy shows how our school complies with these requirements.

## 3. Student entitlement

All students in years 7 to 11 at Purbrook Park 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

A provider wishing to request access should contact Julia Hinks – Careers Lead Telephone: 023 9237 0351  
Email: [jhinks@purbrook.hants.sch.uk](mailto:jhinks@purbrook.hants.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:

	Throughout the year	Autumn term	Spring term	Summer term
<b>Year 7</b>	Assembly and tutor group opportunities - employability skills  Parents Evening	PSHE / PDL Careers activities	PSHE / PDL Careers activities  National Careers Week / National Apprenticeship Week	Drop Down Careers Day
<b>Year 8</b>	Assembly and tutor group opportunities - employability skills  Parents Evening	PSHE / PDL Careers activities	Drop Down Careers Day Key Stage 4 Preferences Fayre  National Careers Week / National Apprenticeship Week	PSHE / PDL Careers activities
<b>Year 9</b>	Assembly and tutor group opportunities - employability skills  Parents Evening	Drop Down Careers Day	PSHE / PDL Careers activities  National Careers Week / National Apprenticeship Week	PSHE / PDL Careers activities
<b>Year 10</b>	Assembly and tutor group opportunities - employability skills  Parents Evening	Drop Down Careers Day  Enrichment	Work experience  National Careers Week / National Apprenticeship Week	PSHE / PDL Careers activities
<b>Year 11</b>	Assembly and tutor group opportunities - employability skills  Parents Evening	Assembly on opportunities at 16	Apprenticeships – support with applications  National Careers Week / National Apprenticeship Week	

Please speak to our Careers Lead (Julia Hinks) to identify the most suitable opportunity for you.

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

There may be times during the academic year where we cannot grant access to education and training providers, these include but are not limited to, occasions such as school examination periods, school performance dates, etc.

### **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**

Facilities available to providers may include, but are not limited to:

- Main hall with AV equipment including projector
- Seating for up to 200 pupils (seated) 500 (seated and non-seated)
- Classroom facilities with AV equipment / computer / internet access

Any provider wishing to request access to pupils, should in the first instance, contact Julia Hinks (Careers Lead) to discuss suitable dates/times for provision

At any time, we encourage providers to issue us prospectuses / course information for pupils. We have a dedicated Careers area in our school library, where printed materials can be accessed by pupils / parents / staff.

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

Education and training providers should ensure they are familiar with the following policies, which are available on our school website:

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy

## **6. Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to students is monitored by Julia Hinks – Careers Lead.

This policy will be reviewed by Julia Hinks – Careers Lead / Becky Smith – SLT Careers Link. At every review, the policy will be approved by the Governing Body. Link Governor for Careers – Clare Bremner.