



# **Provider access policy statement**

<b>Policy Title</b>	<b>Provider Access Policy</b>
<b>Policy Created / Amended</b>	<b>December 2019</b>
<b>Policy Ratified</b>	<b>At the LGB meeting of 16.01.2020</b>
<b>Policy Review Date</b>	<b>January 2021</b>

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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 8 to 11 at Newmarket Academy 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 Mr Richard Hall, Assistant Principal.

Telephone: 01635 664412

Email: [Richard.hall@newmarketacademy.co.uk](mailto:Richard.hall@newmarketacademy.co.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:

	Autumn Term	Spring Term	Summer Term
<b>Year 8</b>	<ul style="list-style-type: none"> <li>○ Dubai Future Champions Education Week (NAGBP)</li> <li>○ Maths in action day (NAGBP)</li> </ul>	<ul style="list-style-type: none"> <li>● Event for University Technical Colleges</li> <li>● Meetings with careers professional</li> <li>● BHA Careers assembly (NAGBP)</li> <li>● Maths in action day (NAGBP)</li> </ul>	<ul style="list-style-type: none"> <li>○ Employer event for pupils, parents/carers - market stall event giving overview of local, regional and national opportunities and skills requirement</li> <li>○ Technical/vocational tasters at local college/s, training providers</li> <li>○ Meetings with careers professional</li> <li>○ Maths in action day (NAGBP)</li> </ul>
<b>Year 9</b>	<ul style="list-style-type: none"> <li>○ Event for providers of technical education/apprenticeships to include Further Education colleges, UTCs or Studio schools and training providers</li> <li>○ Meetings with careers professional</li> <li>○ Photography and Media career masterclass (NAGBP)</li> </ul>	<ul style="list-style-type: none"> <li>○ KS4 options event</li> <li>○ Meetings with careers professional</li> <li>○ Careers speed dating with local businesses (NAGBP)</li> <li>○ Science and PE career masterclass (NAGBP)</li> <li>○ Travel and Tourism career masterclass (NAGBP)</li> </ul>	<ul style="list-style-type: none"> <li>○ Technical/vocational tasters at local college/s, training providers</li> <li>○ Meetings with careers professional</li> </ul>
<b>Year 10</b>	<ul style="list-style-type: none"> <li>● Life Skills – work experience preparation sessions</li> <li>● Meetings with careers professional</li> <li>● Food and Nutrition visits to Moulton Paddocks (NAGBP)</li> </ul>	<ul style="list-style-type: none"> <li>○ Technical/vocational tasters at local college/s, training providers</li> <li>○ Meetings with careers professional</li> <li>○ Art sculpture workshop (NAGBP)</li> </ul>	<ul style="list-style-type: none"> <li>○ Life skills – assembly and tutor group opportunities</li> <li>○ Meetings with careers professional</li> <li>○ Hospitality race day work experience (NAGBP)</li> <li>○ Visit to a London hotel with a hospitality focus (NAGBP)</li> </ul>
<b>Year 11</b>	<ul style="list-style-type: none"> <li>○ Post 16 provider open evenings:</li> </ul>	<ul style="list-style-type: none"> <li>● Post 16 applications</li> <li>● Post-16 interviews</li> <li>● Meetings with careers</li> </ul>	<ul style="list-style-type: none"> <li>○ Confirmation of post 16 education destinations for all pupils</li> </ul>

	<p>opportunities to visit local Further Education and sixth form colleges, other school UTCs, Studio schools and other training providers regarding A level, Applied General, technical and vocational and apprenticeships.</p> <ul style="list-style-type: none"> <li>○ Meetings with careers professional</li> <li>○ Local business hospitality opportunity (NAGBP)</li> </ul>	<p>professional</p> <ul style="list-style-type: none"> <li>• CV and interview preparation (NAGBP)</li> <li>• Mock interviews (NAGBP)</li> </ul>	<ul style="list-style-type: none"> <li>○ Hospitality race day work experience (NAGBP)</li> </ul>
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Please speak to our careers lead to identify the most suitable opportunity for you.

#### 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. Access is 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 the Careers Resource Centre, managed by the school librarian. The Resource Centre is available to all students at lunch and break times.

### 5. Links to other policies

Policies mentioned in this document are found on the Newmarket Academy 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 Nikki Johnston, Careers Guidance.

This policy will be reviewed by [name and role] [frequency e.g. annually].

At every review, the policy will be approved by [the governing board/committee name/governor name/the headteacher].