External Education and Training Provider Access Policy

Please note that due to COVID-19 the safety guidelines in place will impact some of the careers education programme, but where possible alternatives will be in place. Please review the Whole School Risk Assessment regarding visitors on site. This policy will be reviewed when restrictions are lifted.

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.

Student 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 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 Joanna Durrans, Data Support and Careers Officer, Telephone: 01274 807700; Email: Joanna.durrans@bingleygrammar.org

Opportunities for access
A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school so they can speak to pupils and/or their parents/carers. Please contact our Careers Officer, Joanna Durrans to discuss which event may be best suited to you. Our school’s safeguarding policy sets out our approach to allowing school visitors on site to talk to our students. The safeguarding policy is on our website.

**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. 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 a copy of their prospectus or other relevant course literature for our Careers Resource Centre, which is managed by the Data Support and Careers Officer. The Resource Centre is available to all students at lunch and break times.

Originator: LAW  
Partner Governor: CC  
Ratified by Full Governing Body  
Date of Review: February 2018  
Next review: Due February 2021 - to be reviewed when current restrictions are lifted