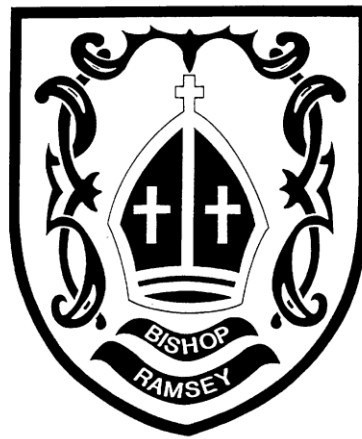


# VERITAS EDUCATIONAL TRUST

## PROVIDER ACCESS POLICY STATEMENT



### BISHOP RAMSEY CHURCH OF ENGLAND SCHOOL

<b>Date of Policy:</b>	May 2018
<b>Approval date:</b>	May 2018
<b>Review date:</b>	May 2021
<b>Review Body:</b>	LTAC
<b>Approval Body:</b>	Trust Board
<b>Person Responsible:</b>	Ms. A. Murphy

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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 13 at Bishop Ramsey 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 Amanda Murphy Assistant Head teacher (strategic lead for CIAG) in the first instance

Telephone: 01895639227

Email: [amurphy1.312@lgflmail.org](mailto:amurphy1.312@lgflmail.org)

## 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. Our provision includes various opportunities for students to access a range of events which are integrated into our careers programme as well as our curriculum. We also host and attend one off events that provide such opportunities. The events that we offer vary from year to year, but the following indicates the type of opportunities available to external providers to get involved in.

	Autumn term	Spring term	Summer term
<b>Year 8</b>	Assembly/Learning for life opportunities throughout the term	Assembly/Learning for life opportunities throughout the term Careers fair Y8 pathways evening	Assembly/Learning for life opportunities throughout the term
<b>Year 9</b>	Assembly/Learning for life opportunities throughout the term	Assembly/Learning for life opportunities throughout the term Careers fair	Assembly/Learning for life opportunities throughout the term
<b>Year 10</b>	Assembly/Learning for life opportunities throughout the term	Assembly/Learning for life opportunities throughout the term  Careers fair  Work experience programme – employers expectations/employability skills  PSHE curriculum /lessons	Assembly/Learning for life opportunities throughout the term  Careers and enterprise day
<b>Year 11</b>	Assembly/Learning for life opportunities throughout the term	Assembly/Learning for life opportunities throughout the term  Careers fair  Y11 Parents Evening	Assembly/Learning for life opportunities throughout the term
<b>Year 12</b>	Assembly/Learning for life opportunities throughout the term	Assembly/Learning for life opportunities throughout the term	Assembly/Learning for life opportunities throughout the term

	term	term Careers fair	term
<b>Year 13</b>	Assembly/Learning for life opportunities throughout the term	Assembly/Learning for life opportunities throughout the term Careers fair	Assembly/Learning for life opportunities throughout the term

We also offer opportunities for students to attend open days, apprenticeship fairs and use social media to advertise further opportunities.

Bishop Ramsey employs an independent and impartial careers advisor (EBSI) who works with students to enable them to make informed decisions about their next steps. The Careers advisor will inform students about the opportunities that other providers have, and help support with the application/interview process if required. The advisor can be contacted via our Careers/Work Experience coordinator (Mrs Chandarana)

Please speak to our Head of Careers/PSHE to identify the most suitable opportunity for you.

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

We will seek to accommodate all reasonable requests for access. All access will be decided at the discretion of the Headteacher / Head of School.

### **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**

Once a visit has been agreed, Bishop Ramsey will provide appropriate facilities to enable the event to take place, along with equipment requested by the provider, where it is available. Visits/events can take place in different venues according to the number of students involved and the requirements of the provider. Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception for the attention of our Careers/Work experience administrator (Mrs Chandarana) who will make it available to students.

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

- *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 Amanda Murphy Assistant Head Teacher.

This policy will be reviewed by Amanda Murphy every three years then presented to the Learning, Teaching and Curriculum Committee for discussion prior to approval by the Trust Board.