



POLICY FOR	PROVIDER ACCESS
PERSON RESPONSIBLE	CAREERS LEADER
REVIEW DATE	DECEMBER 2020
NEXT REVIEW DATE	DECEMBER 2021
APPROVED BY	GOVERNING BODY

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.

Pupil entitlement

All pupils in years 7-13 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 local 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;

Helen Cable, Careers Leader helen.cable@themallingschool.kent.sch.uk

Angela Willis, Careers Adviser

Opportunities for access

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

	Autumn Term	Spring Term	Summer Term
Year 7/8		National Careers Week	School Careers Fair Careers assembly
Year 9		National Careers Week KS4 Options event	School Careers Fair Options assembly
Year 10		National Careers Week	CV preparation Mock Interview day School Careers Fair Post 16 Options assembly
Year 11	Post 16 Options assembly Kent Choices sessions	National Careers Week Post 16 evening	
Year 12	HE Fair Post 18 Options assembly Employability Day	National Careers Week Small group sessions: future education, training and employment options Apprenticeship Fair UCAS convention	Small group sessions: future education, training and employment options Personal Statement workshops UCAS workshops Apprenticeship workshops School Careers Fair
Year 13	Personal Statement workshops UCAS workshops Apprenticeship workshops	National Careers Week Workshops – HE and higher apprenticeship applications Apprenticeship Fair	School Careers Fair

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

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

Provider Access Policy

Appendix 1

In light of the current and ongoing situation re Covid 19 and the necessary precautions in place now and in the future, we are keeping abreast of and following Government advice and guidance around social interactions.

We are continuing also to keep our offer relevant by taking advantage of online resources, opportunities and offers from all our working partnerships.

Our recent Compass audit was completed using guidance from The Careers and Enterprise Company.

Whenever there are changes to the policy it will be approved by the Governing Body

Approval and review

Approved 11 July 2020 by Chairs Action

Mike Perry Chair of Governors

Date : 11/7/2020