

Bishop Challoner Catholic College



**Next Review**

November 2022

**Review Period**

**1 Year**

**Curriculum Review**

November 2021

**Current Status**

**Approved**

**Staff Owner**

E Darby

**Government/DfE Requirement**

**Statutory**

## Provider Access Policy

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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 Challoner Catholic College 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 Emma Darby, Careers Leader.

**Telephone: 0121 444 4161**

**Email: [e.darby@bishopchalloner.bham.sch.uk](mailto:e.darby@bishopchalloner.bham.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:



	Autumn term	Spring term	Summer term
Year 7		<ul style="list-style-type: none"> <li>National Apprenticeship Week activities</li> <li>National Careers Week activities</li> </ul>	<ul style="list-style-type: none"> <li>Careers related assemblies</li> </ul>
Year 8	<ul style="list-style-type: none"> <li>Assembly and Form time opportunities</li> </ul>	<ul style="list-style-type: none"> <li>National Apprenticeship Week activities</li> <li>National Careers Week activities</li> <li>Careers Fair</li> <li>Assembly and Form - time opportunities</li> </ul>	<ul style="list-style-type: none"> <li>Careers related lessons in PSHE</li> </ul>
Year 9	<ul style="list-style-type: none"> <li>Assembly and Form time opportunities</li> </ul>	<ul style="list-style-type: none"> <li>National Apprenticeship Week activities</li> <li>National Careers Week activities</li> <li>Raising aspirations (careers) day</li> <li>Careers Fair</li> <li>Pathways evening</li> <li>Pathways assemblies</li> </ul>	<ul style="list-style-type: none"> <li>CV Workshops</li> <li>Careers related lessons in PSHE</li> </ul>
Year 10	<ul style="list-style-type: none"> <li>Assembly and Form time opportunities</li> </ul>	<ul style="list-style-type: none"> <li>National Apprenticeship Week activities</li> <li>National Careers Week activities</li> <li>Careers Fair</li> <li>Assembly and Form time opportunities</li> </ul>	<ul style="list-style-type: none"> <li>Employability day</li> <li>Money matters</li> <li>Work experience preparation activities</li> <li>Work experience</li> <li>HE and apprenticeships fair</li> </ul>
Year 11	<ul style="list-style-type: none"> <li>Post 16 Options assemblies and Form time opportunities</li> <li>Apprenticeships Fair</li> </ul>	<ul style="list-style-type: none"> <li>National Apprenticeship Week activities</li> <li>National Careers Week activities</li> <li>Careers Fair</li> <li>Assembly and Form time opportunities</li> <li>Support with college/ apprenticeship applications</li> </ul>	<ul style="list-style-type: none"> <li>Post 16 taster day</li> </ul>



<b>Year 12</b>	<p><b>Induction and Progression programme:</b></p> <ul style="list-style-type: none"> <li>• Post 18 options assemblies</li> <li>• Year 12 Parents Information evening</li> <li>• Apprenticeships Fair</li> <li>• Careers exploration</li> </ul>	<ul style="list-style-type: none"> <li>• National Apprenticeship Week activities</li> <li>• National Careers Week activities</li> <li>• Careers Fair</li> <li>• CV workshop Assembly and form time opportunities</li> </ul>	<p><b>Progression sessions:</b></p> <ul style="list-style-type: none"> <li>• Careers Speed Networking</li> <li>• Employability</li> <li>• Degree apprenticeships</li> <li>• Student Finance</li> <li>• Post 18 Options</li> <li>• Work experience preparation</li> <li>• Work experience</li> <li>• HE and Apprenticeships Fair</li> </ul>
<b>Year 13</b>	<p><b>Induction programme:</b></p> <ul style="list-style-type: none"> <li>• Post 18 Options assemblies</li> <li>• Year 13 Parents Information evening</li> <li>• HE Preparation</li> <li>• HE and apprenticeship applications support</li> <li>• Apprenticeships Fair</li> </ul>	<ul style="list-style-type: none"> <li>• National Apprenticeship Week activities</li> <li>• National Careers Week activities</li> <li>• Careers Fair</li> <li>• Apprenticeship applications support</li> <li>• CV workshop</li> <li>• Assemblies:</li> <li>• Student Finance workshops</li> <li>• Making choices</li> </ul>	

Please speak to Emma Darby, our **Careers Leader** to identify the most suitable opportunity for you, on [e.darby@bishopchalloner.bham.sch.uk](mailto:e.darby@bishopchalloner.bham.sch.uk).

### 4.3 Granting and refusing access

Bishop Challoner Catholic College’s policies on safeguarding and visitors sets out Bishop Challoner’s approach to allowing visitors on site to talk to our students. Please see our website for this information.

### 4.4 Safeguarding

Our Visiting Speaker policy clearly 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**

Bishop Challoner Catholic College will make the most appropriate venue in school available for the talk with providers. This could be the Auditorium, Sports Hall, Common room or subject specific classrooms. Projectors, speakers and other specialist equipment can be used for Provider presentations. This should be discussed in advance with the Careers Leader or the Student Services team. Providers are welcome to leave some prospectuses or careers material for students to read. This material will be made available in the Careers Library section of the main Library which is available to all students at breaks and lunch times.

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

The Provider Access Policy links to the following policies:

- [Safeguarding/child protection policy](#)
- [Careers and work experience policy](#)
- [Curriculum policy](#)

### **6. Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to students is monitored by Marsha Webber, Assistant Principal.

This policy will be reviewed by Emma Darby, Careers Leader, annually. At every review, the policy will be approved by Marsha Webber, Assistant Principal and the Principal.

