



Bishop Challoner
Catholic College

Provider Access Policy Statement

Approved by:	D. Hearnden	Date:	05/04/2018
Awaiting Ratification:			
Next Review Due by:	28/06/2018		

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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, Head of Student Services – Post 16.

Telephone: 0121 444 4161

Email: 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 8	<ul style="list-style-type: none"> Assembly and Form time opportunities 	<ul style="list-style-type: none"> Careers Fair Assembly and Form - time opportunities 	Character week: <ul style="list-style-type: none"> Retreat day (Working Life) PSHE day (Healthy Society)
Year 9	<ul style="list-style-type: none"> Assembly and Form time opportunities 	<ul style="list-style-type: none"> Careers Fair Options evening Options assemblies 	Character week: Raising Aspirations day
Year 10	<ul style="list-style-type: none"> Assembly and Form time opportunities 	<ul style="list-style-type: none"> Careers Fair Assembly and Form time opportunities 	Character week: <ul style="list-style-type: none"> Aspirations day Work experience and money matters day Work experience preparation sessions Work experience
Year 11	<ul style="list-style-type: none"> Post 16 Options assemblies and Form time opportunities 	<ul style="list-style-type: none"> Careers Fair Assembly and Form time opportunities Support with apprenticeship applications 	<ul style="list-style-type: none"> Post 16 taster day
Year 12	Induction programme: <ul style="list-style-type: none"> Post 18 options assemblies Enrichment opportunities assembly Year 12 Parents Information evening 	<ul style="list-style-type: none"> Careers Fair CV workshop Assembly and form time opportunities 	Progression week: <ul style="list-style-type: none"> Careers Speed Networking Employability Student Finance Post 18 Options Work experience preparation Work experience HE Fair
Year 13	Induction programme: <ul style="list-style-type: none"> Post 18 Options assemblies Year 13 Parents Information evening HE Preparation HE and higher apprenticeship applications support 	<ul style="list-style-type: none"> Careers Fair Apprenticeship applications support CV workshop Assemblies: Student Finance Making choices 	

Please speak to our **Head of Student Services – Post 16** to identify the most suitable opportunity for you.



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 Head of Student Services – Post 16 or the Student Services team.

Providers are welcome to leave some prospectuses or careers material for students to read.

5. Links to other policies

The Provider Access Policy links to the following policies:

- [Safeguarding/child protection policy](#)
- [Careers guidance policy](#)
- [Information, Advice and 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 Dan Hearnden, Assistant Principal.

This policy will be reviewed by Emma Darby, Head of Student Services – Post 16, annually. At every review, the policy will be approved by Dan Hearnden, Assistant Principal and the Headteacher.

