



# Durham Johnston

## Provider Access Policy Statement

<b>1</b>	<b>SUMMARY</b>	Policy for the arrangements for managing the access of education and training providers to pupils for the purpose of giving them information about their offer			
<b>2</b>	<b>RESPONSIBLE PERSON:</b>	Mr P Kennedy			
<b>3</b>	<b>APPLIES TO:</b>	Staff, parents and carers, students and other stakeholders			
<b>4</b>	<b>GROUPS/ INDIVIDUALS WHO HAVE OVERSEEN THE DEVELOPMENT OF THIS POLICY:</b>	Headteacher, Assistant Headteacher (PD), Careers Leader.			
<b>5</b>	<b>RATIFYING COMMITTEE(S) &amp; DATE OF FINAL APPROVAL:</b>	Governing Body			
<b>6</b>	<b>VERSION:</b>	1.0			
<b>7</b>	<b>AVAILABLE ON:</b>	<b>Staff Shared Drive</b>	YES	<b>Website</b>	YES
<b>8</b>	<b>RELATED DOCUMENTS:</b>	CEIAG Policy			
<b>9</b>	<b>DISSEMINATED TO:</b>	All via website			
<b>10</b>	<b>DATE OF IMPLEMENTATION:</b>	October 2022			
<b>11</b>	<b>DATE OF NEXT FORMAL REVIEW:</b>	31 <sup>st</sup> July 2023			

### DOCUMENT CONTROL

Date	Version	Action	Amendments
October 2022	1.0	New policy first implemented	N/A

## 1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to pupils 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 pupils in years 7 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 pupils.

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 pupils in years 8 to 13 at Durham Johnston Comprehensive 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 through activities and events such as options events, careers fairs, assemblies and taster events.
- Understand how to make applications for the full range of academic and technical courses

## 4. Management of provider access requests

A provider wishing to request access should contact:

Contact Name: Mr P Kennedy, Careers Leader

Telephone: 0191 3843887

Email: [careers@durhamjohnston.org.uk](mailto:careers@durhamjohnston.org.uk)

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

Please contact our Careers Leader to identify the most suitable opportunity for you. These events will run in line with any measures related to public health incidents, including COVID-1.

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. A copy of this policy is available on request by contacting [careers@durhamjohnston.org.uk](mailto:careers@durhamjohnston.org.uk) and is published on the Academy website.

## **5. Premises and facilities**

The school will make the main hall, classrooms or meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available audio and visual devices and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader and the Facilities team. Providers are welcome to leave a copy of their prospectus or other relevant course literature.

## **6. Links to other policies**

This policy links to the school's policies for Safeguarding/child protection policy, Careers guidance policy, Curriculum policy.

## **7. Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to pupils are monitored by the Headteacher.

This policy will be reviewed by the Careers Leader annually to ensure that it continues to meet the needs of students, parents and staff and that it is in line with current DfE advice and guidance.

At every review, the policy will be approved by the Governing Body.