



# Mayfield School

## Provider Access Policy

Issue No	Date Written	Author/Reviewed By	Date of Review	Approved by Governors
1	December 2020	Sam Kidd, Headteacher	December 2021	Spring Term 2021
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*This guidance has been designed to support the statutory guidance issued by the DfE January 2018 (Careers guidance and access for education and training providers)  
This guidance needs to be read in conjunction with our safeguarding policy and Prevent policy to secure the appropriate safeguarding checks have been made which secures compliance in relation to any speaker visiting the school  
This guidance will support/inform our careers education, information, advice and guidance policy*

## **Introduction**

This policy statement sets out Mayfield School's arrangements for managing the access of providers to students at the school for the purposes of giving them information about the provider's education offer. This complies with our legal obligations under Section 42B of the Education Act 1997.

## **Student Entitlement**

### **Students in Years 7-14 are entitled:**

**To learn** about the world of work, and where relevant to the student; Further Education qualifications, work experience and apprenticeships opportunities. This will be delivered 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: F.E, Work Experience and apprenticeships, this will be through the 'Life Beyond Mayfield' evening, World of Work days, the curriculum and taster events.

**To help** when making applications for F.E and workplace opportunities. (Where relevant to individual students)

## **Management of Provider Access Requests**

### **Procedure**

A provider wishing to request access should contact Trevor Milton, Year 14 teacher, [trevor.milton@mayfield.cumbria.sch.uk](mailto:trevor.milton@mayfield.cumbria.sch.uk)

Telephone: 01946 691253

## 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:

	All students	For students that it is relevant to
<b>Year 7</b>	<ul style="list-style-type: none"> <li>Working Vehicle Day</li> <li>Jobs in School</li> </ul>	
<b>Year 8</b>	<ul style="list-style-type: none"> <li>Working Vehicle Day</li> <li>Jobs in our Community</li> </ul>	
<b>Year 9</b>	<ul style="list-style-type: none"> <li>World of Work Day</li> <li>Working Vehicle Day</li> <li>Jobs in our Community</li> </ul>	
<b>Year 10</b>	<ul style="list-style-type: none"> <li>World of Work Day</li> <li>Working Vehicle Day</li> <li>Realising our Potential sessions</li> </ul>	<ul style="list-style-type: none"> <li>Duke of Edinburgh's Award.</li> </ul>
<b>Year 11</b>	<ul style="list-style-type: none"> <li>World of Work Day</li> <li>Working Vehicle Day</li> <li>Voc Ed at Lakes College (Catering, Construction, Painting and Decorating )</li> <li>Realising our Potential sessions</li> </ul>	<ul style="list-style-type: none"> <li>Duke of Edinburgh's Award.</li> <li>Careers Interview</li> </ul>
<b>Year 12</b>	<ul style="list-style-type: none"> <li>'Life beyond Mayfield' event</li> <li>World of Work Day</li> <li>Working Vehicle Day</li> <li>Voc Ed at Lakes College</li> <li>ASDAN Curriculum Lessons</li> </ul>	<ul style="list-style-type: none"> <li>CV Writing guidance</li> <li>Work experience opportunities</li> <li>Mock Interviews</li> <li>Employer Mentor Scheme</li> <li>Careers Interview</li> </ul>
<b>Year 13</b>	<ul style="list-style-type: none"> <li>'Life beyond Mayfield' event</li> <li>World of Work day.</li> <li>Working Vehicle day</li> <li>Voc Ed at Lakes College</li> <li>ASDAN Curriculum Lessons</li> </ul>	<ul style="list-style-type: none"> <li>CV Writing guidance</li> <li>F.E College application guidance</li> <li>Work experience opportunities</li> <li>Mock Interviews</li> <li>Employer Mentor Scheme</li> </ul>
<b>Year 14</b>	<ul style="list-style-type: none"> <li>'Life beyond Mayfield' event</li> <li>World of Work day.</li> <li>Working Vehicle day</li> <li>Voc Ed at Lakes College</li> <li>ASDAN Curriculum Lessons</li> </ul>	<ul style="list-style-type: none"> <li>CV Writing guidance</li> <li>F.E College application guidance</li> <li>Part time study at F.E College</li> <li>Work experience opportunities</li> <li>Mock Interviews</li> <li>Employer Mentor Scheme</li> <li>Careers Interview</li> </ul>

Please speak to Trevor Milton to identify the most suitable opportunity for you.

The school policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our students.

## **Premises and Facilities**

The school will make the theatre, classrooms, outdoor areas or private meeting rooms available for activities and discussions between the provider and students and their parents, 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 (Trevor Milton or Graham Ansell) or any other member of teaching staff/management as appropriate.

Providers are welcome to leave a copy of their prospectus or other relevant literature at the school. The Careers Leaders will ensure that students have access to these materials at suitable times and upon request.