

Mayfield School Statement on Provider Access

2019-2020

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 8-13 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 Mrs Denford – Careers Leader

Telephone: 02392 693432; Email: denfordr@mayfield.portsmouth.sch.uk

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. Please contact our Careers Leader to identify the most suitable opportunity.

We have a Careers programme integrated into our Secondary School Tutor system so please contact the Careers Leader for opportunities to visit in these sessions.

This table show some of the opportunities you have to access our pupils:

	Autumn Term	Spring Term	Summer Term
Year 8		Parents evening PSHE unit Careers and options Options assembly	
Year 9	Careers Meeting	Careers Meeting	Parents evenings Careers Meeting Options assembly

Year 10	Parents evenings	Interview Preparation Day Mock interview College visits Apprenticeship Bus Scheme of work in CPR unit	Careers meeting
Year 11	Parents evenings Assemblies Careers meeting Post 16 provider visits Post 16 applications	Parents evenings Assemblies Post 16 interviews	Confirmation of post 16 education destinations for all pupils

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 within the school which is managed by the school librarian. This Resource Centre is available to students before school 8:00am-8:45am Monday –Friday, lunch times on a Monday – Wednesday and after school on a Tuesday until 4pm.

Providers are also welcome to leave a copy of their prospectus with the School dedicated Careers Advisor provided by EBP.

The Careers Leader is also happy to distribute a prospectus to each of the schools Tutors and Heads of House, and all the relevant alternative provision within our school for reference of all pupils.

Approval and review

Approved 25/10/2019 by Governors and Head Teacher

Next review: September 2020