



## PROVIDER ACCESS POLICY

### Introduction

This policy statement sets out the School's arrangements for managing the access of providers to pupils at the School for the purposes 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 and student entitlement

Pupils in Years 8-11 and students in Years 12 and 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 evenings, 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: Ms L Haigh (Careers Leader)

Telephone: 01695 583040 / Email: lah@ormskirk.lancs.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 – please Appendix 1 for a calendar of events.

Please speak to Careers Leaders (Ms Haigh) to identify the most suitable opportunity for you. The School's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website.

### Premises and facilities

The School will make appropriate provision available for discussions between the provider and students, as appropriate to the activity. We 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 Co-ordinator. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Leaders who will distribute the relevant information to pupils.

**Last review date:** 16.11.18  
**Person Responsible:** Mrs K Smith