**Rayner Stephens High School Provider Access Policy**

Introduction

This policy statement sets out the school’s arrangements for managing the access of providers to Learners 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.

Learner entitlement

All Learners 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 D. Whittaker, Leader of Aspiration

Telephone: 0161 338 2374;

Email: d.whittaker@rshs.aspireplus.org.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 Learners and/or their parents/carers, please see the separate timetable.

Please speak to our Aspirations Leader to identify the most suitable opportunity for you.

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and Learners, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. This will be discussed and agreed in advance of the visit with the Aspirations Leader or a member of the Inclusion team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the school reception, which will be located in the career section of the school library and with the careers advisor. The learners have access to library and the careers advisor both located on North Wing.

**Approval and review**

Approval: - *Pending* (date)

by :-

Next review:

Signed:

Chair of Governors

Head teacher