



PROVIDER ACCESS POLICY

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COMMITTEE:	Quality of Education
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LEVEL OF CHANGE:	None
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Tapton School 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 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.

This policy may be revised from time to time so Providers should always ascertain that they are accessing the latest version.

Pupil Entitlement

All pupils in years 7-13 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 Jenna Williams, Careers Leader. Telephone: 01142671414
Email: jwilliams@taptonschool.co.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:

Year Group	Activities / Opportunities
Year 7–13	<ul style="list-style-type: none"> • Potential for input into assemblies, form time discussions • Lunchtime or after-school workshops • Drop-in sessions during Parents Evenings • Small group sessions • LMI assemblies for every year group
Year 7	<ul style="list-style-type: none"> • By arrangement – involvement in planned programme of Careers-related learning via Personal Development lessons • Language Options process • Career Carousel
Year 8	<ul style="list-style-type: none"> • By arrangement – involvement in planned programme of Careers-related learning via Personal Development lessons • Career Carousel
Year 9	<ul style="list-style-type: none"> • By arrangement – involvement in planned programme of Careers-related learning via Personal Development lessons • Options Morning/Evening • Career Carousel
Year 10	<ul style="list-style-type: none"> • By arrangement – involvement in planned programme of Careers-related learning via Personal Development form time sessions • Mock interviews for targeted students • Personal Development drop-down day • Career Carousel

Opportunities for Access

Year Group	Activities / Opportunities
Year 11	<ul style="list-style-type: none"> • By arrangement – involvement in planned programme of Careers-related learning via Personal Development form time sessions • Mock interviews for targeted students • Post-16 Opportunities Evening • 1:1 student meeting with SLT Progress Leaders • Year Ahead and Next Steps evening
Year 12	<ul style="list-style-type: none"> • By arrangement – involvement in planned programme of Careers-related learning via Personal Development lessons • Volunteering Fair
Year 13	<ul style="list-style-type: none"> • By arrangement – involvement in planned programme of Careers-related learning via Personal Development lessons • Higher Education Fair • Volunteering Fair

The school policy on Safeguarding sets out the school's approach on allowing providers into school as visitors to talk to our students. This can be viewed in the Safeguarding section of the school website.

Tapton School is keen to promote equality and diversity – please refer to the Equality Statement and Objectives under the School Policies section of the website.

Reasons for Declining Requests

The school reserves the right to decline requests for reasons, including but not restricted to the following:

1. If such attendance would provide an imbalanced view of available provision.
2. If the provider's input would not be relevant to a particular event or to a particular year group.
3. If the request is not timely due to other commitments of the school such as assessment weeks
4. If the information is not seen to be in the best interest of pupils in enabling students to make an informed decision about the wealth of options available to them,
5. If there are concerns about the ethics or quality of the provision.

In such cases, the Careers Leader would inform the provider of this decision and the reason why. If the provider wishes to appeal this decision, they can contact the Assistant Head with responsibility for Personal Development at the school. If the provider wishes to appeal the decision received from the Assistant Head, they should contact the Chair of Governors at the school

Premises and Facilities

All requests for access will be considered taking into account operational factors in the school at the time of the request. The school will endeavour to 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, subject to availability. 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 copies of their prospectus or other relevant course literature which will be displayed in the Careers Resources area which is accessible to students at all times.

Information can also potentially be included in the 6th Form and KS4 Careers Newsletters.

Approval and review Approved by Governors at Curriculum and Standards Committee