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| Waseley Hills High School |
| PROVIDER ACCESS POLICY |

**Responsibility: James Nelson**

**Assistant Head (Curriculum & Careers)**

**Author: James Nelson**

**Date of Issue: January 2019**

**Review Date: January 2020**

**Reference:** WHHSXXX

The contents of this policy are reviewed and monitored on a regular basis by Senior Leaders, Heads of Subject and staff with responsibility to that area.

Direct responsibilities are written into job descriptions.



**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:

**James Nelson**

Assistant Headteacher (Curriculum & Careers)

Telephone: 0121 453 5211

Email: [office@waseleyhills.worcs.sch.uk](mailto:office@waseleyhills.worcs.sch.uk) FAO: James Nelson

**Premises and facilities**

The school will make the main halls, classrooms or private meeting rooms available for discussions between the provider and students, as determined to be appropriate to the activity by the school. 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.

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

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by Librarian. The Resource Centre is available to all students at lunch and break times.

**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:

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| **Year** | **Autumn Term** | **Spring Term** | **Summer Term** |
| *8* |  | Subject Taster Day |  |
| *9* |  | Industry Day |  |
| *10* |  | Industry Day |  |
| *11* | Post-16 Taster Day |  |  |
| *12* | Wednesday afternoon enrichment sessions throughout the year. | | |
| *13* |

This is in addition to weekly assemblies for each year group throughout the year.

**Approval and review**

Approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_ by Governors

Next review: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed:

Eric Hogg Alan Roll

Chair of Governors Headteacher