

Wellfield Academy

Provider Access Legislation

1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer.

It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

2. Statutory requirements

Schools are required to ensure that there are opportunities for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students. This is outlined in section 42B of the [Education Act 1997](#). This policy shows how our school complies with these requirements.

3. Student entitlement

All students in years 7 to 11 at Wellfield Academy are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities, as part of our careers programme which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact Mrs L Park, Assistant Headteacher

Telephone: 01772 421 303

Email: l.park@wellfieldacademy.org

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

The table below outlines some of the opportunities the school provides for training and education providers to speak to our students and/or their parents.

r Group	Opportunities
KS3	Assemblies: Career North (Fame Academy) Trips: CyberFirst North West (Year 8 girls) MEGA Days Careers Fair: All KS3 students will participate in a Careers Fair with around 35 employees present
KS4	College assemblies: Runshaw, Cardinal Newman, Preston's College, Myerscough, Wigan and Leigh College sampling days: Runshaw, Preston's, Newman College with assemblies held in advance of the day to offer support Other assemblies: Leyland Trucks Playscheme Trips: Students will have potential opportunities to engage in Runshaw Horizons Program, UK University and Apprenticeship Fair, Training 2000, BAE, Leyland Trucks Careers Fair: All KS4 students will participate in a Careers Fair with around 35 employees present Other opportunities: Preston college drop in; application support from Wigan and Leigh and Cardinal Newman. Mock interviews. Support from colleges and Career North at Y11 Parents' evening Work experience

Please speak to our Assistant Headteacher, Mrs L Park, to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Should a provider contact the school, a discussion will take place to identify the suitability in relation to the needs of our students and overall aims. If it is felt that the aims and objectives may not be met, access may be refused. In such instances, this will be clearly communicated to the provider.

4.4 Safeguarding

Our safeguarding and child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

The school will make available the sports hall, theatre and private meeting rooms for discussions between the provider and individual/groups of students. The school will also make available any Interactive Whiteboards and other resources for presentations, should they be required. These will all be agreed and discussed in advance of the visit with the Careers Lead and/or a member of the careers team.

Providers are welcome to leave a copy of their prospectus, literature, resources and any further information at the school. The Careers Lead will ensure that students have access to the materials provided at suitable times and upon request.

5. Links to other policies

On our school website, a provider may also wish to read the following policies:

- Safeguarding/child protection policy
- SEND policy
- Most Able policy

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Mrs L Park, Assistant Headteacher.

This policy will be reviewed by the Assistant Headteacher with strategic lead for CEIAG on an annual basis. At every review, the policy will be approved by the governing body and Headteacher.