

# 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](mailto: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.

	<b>Term 1</b>		<b>Term 2</b>		<b>Term 3</b>	
<b>Year 7</b>	Career North (FAME ACADEMY) Assembly on Aspirations by Mr West (A-levels, Apprenticeships, T-Levels, vocational courses) Assembly on ISG Construction Weekly Tutor time CEIAG sessions. Labour Market Information (Week of tasks/assemblies with LMI information about Lancashire, Chorley & South Ribble) PSHCE DAY 1: Aspirations	1, 2, 3, 4	Local Labour Market Session Assembly on Labour Market Information Leyland Trucks Assembly Thomas Consulting - Structural Engineers Assembly National Careers Week National Apprenticeships Week PSHCE DAY 3: Careers Fair 2022 Personal Guidance sessions with KL and Career North	1, 2, 3, 4, 5, 7, 8.	Assembly with NISSAN on Careers PSHCE DAY 5: Finance & Debt Brian Martin Cobra Puma Assembly *ALUMNI	1, 2, 4, 5
<b>Year 8</b>	Assembly on Aspirations by Mr West (A-levels, Apprenticeships, T-Levels, vocational courses) Weekly Tutor time CEIAG sessions: Labour Market Information (Week of tasks/assemblies with LMI information about Lancashire, Chorley & South Ribble) PSHCE DAY 1: Aspirations	1, 2, 3, 4	Local Labour Market Session Assembly on Labour Market Information Leyland Trucks Assembly Brian Martin Cobra Puma Assembly *ALUMNI National Careers Week National Apprenticeships Week CyberFirst North West (Year 8 girls) PSHCE DAY 3: Careers Fair 2022 Personal Guidance sessions with KL and Career North Assemblies with Alliance Learning (Training Provider)	1, 2, 3, 4, 5, 7, 8	PSHCE DAY 4: Money Dilemmas PSHCE DAY 5: Standards/behaviour in and out of school. Defectives secondary school Challenge Bug Hunt (ROQ)	1, 2, 4, 5
<b>Year 9</b>	Assembly on Aspirations by Mr West (A-levels, Apprenticeships, T-Levels, vocational courses) Weekly Tutor time CEIAG sessions: Labour Market Information (Week of tasks/assemblies with LMI	1, 2, 3, 4	Local Labour Market Session Assembly on Labour Market Information Leyland Trucks Assembly Brian Martin Cobra Puma Assembly *ALUMNI	1, 2, 3, 4, 5, 7, 8	Assembly with NISSAN on Careers PSHCE DAY 5: Standards/behaviour in and out of school. Year 9 (30 Students trip to UCLAN for Law and Human rights day.	

	<p>information about Lancashire, Chorley &amp; South Ribble)</p> <p>PSHCE DAY 1: Aspirations. skills &amp; Careers</p> <p>PSHCE DAY 2: Knowing yourself</p>		<p>National Careers Week</p> <p>National Apprenticeships Week</p> <p>PSHCE DAY 3: Careers Fair 2022</p> <p>Personal Guidance sessions with KL and Career North</p>			
<b>Year 10</b>	<p>Assembly on Aspirations by Mr West (A-levels, Apprenticeships, T-Levels, vocational courses)</p> <p>Assemblies from Further Education providers</p> <p>Leyland Trucks Assembly</p> <p>College information/open events (Runshaw, Cardinal Newman, Preston's College, Myerscough).</p> <p>Army Careers &amp; Apprenticeships</p> <p>Personal Guidance sessions with KL and Career North</p> <p>Steven Gerrard Academy</p> <p>Assembly/post-16 options</p> <p>Labour Market Information (Week of tasks/assemblies with LMI information about Lancashire, Chorley &amp; South Ribble)</p> <p>PSHCE DAY 1: Aspirations. skills &amp; Careers. Financial Management</p> <p>PSHCE DAY 2: First Impressions. Online reputation.</p>	1, 2, 3, 4, 7, 8	<p>Assemblies on Apprenticeships: ASK Apprenticeships</p> <p>Local Labour Market Session</p> <p>Assembly on Labour Market Information</p> <p>National Careers Week</p> <p>National Apprenticeships Week</p> <p>Assemblies on Apprenticeships: ASK Apprenticeships</p> <p>PSHCE DAY 2: Work Experience Session (benefits and transferable skills)</p> <p>Thomas Consulting - Structural Engineers Assembly</p> <p>PSHCE DAY 3: Careers Fair 2022</p> <p>Personal Guidance sessions with KL and Career North</p>	1, 2, 3, 4, 5, 7, 8.	<p>PSHCE DAY 5: Taster day at Runshaw &amp; Preston College (Further Education Visits.</p> <p>Taster Day at Lancaster University (Higher Education Visit)</p> <p>Work Experience (5 days)</p> <p>Connor Fallon (HMRC) Tax Assembly *ALUMNI</p> <p>Assembly with NISSAN on Careers</p> <p>Brian Martin Cobra</p> <p>Puma Assembly *ALUMNI</p>	5, 6, 7
<b>Year 11</b>	<p>Assemblies Further Education providers (Runshaw, Newman, Preston, Ormskirk, Myerscough, Wigan &amp; Leigh)</p> <p>PHSCE Day 1: College Applications / CV Writing / Applying to Runshaw. Finance. In the Workplace.</p>	1, 2, 3, 4, 7, 8	<p>Assemblies on Apprenticeships: ASK Apprenticeships</p> <p>Training 2000</p> <p>Apprenticeship opportunities</p> <p>Assemblies on Apprenticeships: ASK Apprenticeships</p> <p>PHSCE Day 2: Local Labour Market Session</p>	1, 2, 3, 4, 5, 7, 8.	Year 11 leave	

	<p>Assembly on ISG Construction T-levels powerpoint/announcement Leyland Trucks Assembly Weekly Tutor time CEIAG sessions: College information/open events (Runshaw, Cardinal Newman, Preston's College, Myerscough). How to apply videos (Preston's college &amp; Runshaw). Army Careers &amp; Apprenticeships BAE Apprenticeships Personal Guidance sessions with KL and Career North Steven Gerrard Academy Assembly/post-16 options Labour Market Information (Week of tasks/assemblies with LMI information about Lancashire, Chorley &amp; South Ribble)</p>		<p>Assembly on Labour Market Information National Careers Week National Apprenticeships Week Post-16 Tutor meetings and advice PSHCE DAY 3: Careers Fair 2022 Personal Guidance sessions with KL and Career North Assemblies with Alliance Learning (Training Provider) 1 on 1 Interviews with employers from industry</p>			
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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 H Livesley, 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 Executive Headteacher.