

Fairfield 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 purposes 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.

Student entitlement

Students 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 evenings, 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 *Lucy Roche, Careers Leader*

Telephone: 01924 326103 Email: lucyroche@fairfieldschool.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:

	Autumn Term	Spring Term	Summer Term
Year 8	Employer talks and workshops	Life skills – assembly and tutor group opportunities	Life skills – assembly and tutor group opportunities
Year 9	Visit to a workplace event with providers and employers	KS4 options event Careers talks in assemblies	Life skills – assembly and tutor group opportunities

	Autumn Term	Spring Term	Summer Term
Year 10	Life Skills – work experience preparation sessions	Workplace shadowing	Life skills – assembly and tutor group opportunities
Year 11	Life Skills – assembly on opportunities at 16	Post 16 evening Post 16 taster sessions	Post 16 Transition days
Year 12	Further Education visits. Post 18 assembly.	Small group sessions: future education, training and employment options	Work experience placements Workplace shadowing
Year 13	Workshops – College applications Assemblies – employer presentations	Workshops – Interview Skills, completing application forms, looking the part	Work experience placements Workplace shadowing

Please speak to our named *Careers Leader, Lucy Roche*, to identify the most suitable opportunity for you.

The school policy on safeguarding (see copy on our website) sets out the school's approach to allowing providers into school as visitors to talk to our students.

Premises and facilities

The school will 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. 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 a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by *Pauline Woodcock*. The Resource Centre is available to all students at lunch and break times.

Approval and review

Approved *February 2019* by Governors at Curriculum and Standards Committee

Reviewed: *February 2022* by Governors

Next Review February 2024

Signed: Chair of Governors: Tony Pruchniewicz

Head teacher: John Page