



Access Provider Policy BBG Academy



Date of Review: September 2018
Approved by: Trust Board
Next Review Date: Autumn 2019

Introduction

This policy statement sets out the Academy's arrangements for managing the access of providers to pupils at the Academy for the purposes of giving them information about the provider's education or training offer. This complies with the Academy'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: Hannah Wilson, Deputy Head Teacher Student Experience, 01274 871224, hwilson@bbgacademy.com

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 – please see Appendix 1: Annual Calendar of Events.

Please speak to our named Careers Leader to identify the most suitable opportunity for you. The Academy's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website www.rodillianacademytrust.co.uk

Premises and facilities

The Academy will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. We 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. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Leader who will distribute the relevant information to pupils.

Person Responsible: Hannah Wilson (Deputy Head Teacher)

APPENDIX 1: EXAMPLE ANNUAL CALENDAR OF EVENTS

	Autumn Term	Spring Term	Summer Term
Year 7	Visit to University (rewards trip day)		School bulletin career of the week page.
Year 8	Camp week career presentations by employers and employees.	Career week assembly and registration programme. Options evening parental presentations.	Careers of the week focus during form time. School bulletin career of the week page.
Year 9	Camp week career presentations by employers and employees.	Career week assembly and registration programme Career week seminar Options evening parental presentations and assemblies	Career of the week focus during form time. School bulletin career of the week page.
Year 10		Career week assembly and registration programme. Post 16 providers invited to attend parents' evenings.	Post 16 providers invited to attend parents' evenings. Visit to local Post 16 providers. Post 16 provider assemblies. Post 16 provider open days signposted through bulletin. School bulletin career of the week page.
Year 11	UCAS progress assemblies. UCAS progress tutor time rotation. Careers guidance interviews. Mock college interviews Apprenticeship selection day role play. Post 16 providers invited to attend parents' evenings. NCS presentations and support with applications. Post 16 provider open days signposted through bulletin.	Career week assembly. Careers guidance interviews. Post 16 provider weekly assemblies. College interviews. UCAS progress intervention during form time for individuals who have not yet applied. Post 16 provider open days signposted through bulletin.	School bulletin career of the week page.