

Provider Access Policy

Policy Number: STAT011

Governor Committee: Pastoral

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Owner: M Monks

Issue Date: 31st October 2022

Review Date: 31st October 2023

Policy Review

This policy will be reviewed in full by the Governing Body no less than annually.

The policy was last reviewed and agreed by the Governing Body on 31st October 2022. It is due for review in October 2023

Signature _____

Date _____

Head Teacher

Signature _____

Date _____

Chair of Governors

Reference

Under Section 42B of the Education Act 1997, as of 2 January 2018, we have a duty to provide students in years 8-13 with access to providers of post-14, post-16 and post-18 education and training. This policy statement sets out how we manage access requests from these providers.

What are students entitled to?

Students must be allowed to:

- Learn more about technical education qualifications and apprenticeship opportunities, as part of a careers programme which informs students of the full range of education and training options available to them at each transition point.
- Hear from a range of local providers about the opportunities on offer, for example, technical education and apprenticeships – this can be achieved through options evenings, assemblies, group discussions, and taster events.
- Understand how to apply to the full range of academic and technical courses available to them.

Who handles our access requests?

Any provider wishing to request access should contact our careers leader via admin@hitchinboys.co.uk or the school switchboard. Martin Monks, Deputy Headteacher, is in overall charge of careers provision.

What opportunities are provided to allow access to students?

Via our school careers programme, we offer providers numerous opportunities throughout the school year to speak to students and/or their parents.

Options evenings for year 9 and year 11 are a prelude to students choosing post-14 and post-16 and we routinely invite providers such as local colleges and YC Herts to these events.

There are also regular careers fairs, enrichment days, visiting speakers and we ensure that students are aware of multiple pathways and providers. The Unifrog system is the foundation of our careers provision and this contains the largest database of apprenticeship providers as well as college and university destinations. Other opportunities include events such as STEM activities and assemblies that have a careers focus.

Provision does vary year by year and Covid-19 restrictions have also precluded some opportunities where visitors on site have been prohibited.

Who should providers contact to discuss events and options?

Providers can speak to our careers leader to discuss possible attendance at relevant events.

Our **Child Protection and Safeguarding Policy** sets out the school's approach to allowing providers into school to speak to our students.

What are the rules for granting and refusing access requests?

We will grant access requests that meet the following criteria:

- Is from a recognised and accredited provider (e.g. Ofsted/Office for Students registered or other appropriate body)
- Complies with our Child Protection and Safeguarding policy
- Is appropriate to the age group concerned

We will refuse any access request that:

- Does not meet the criteria above
- Is received when the school is subject to Covid-19 restrictions on assemblies, visitors etc (although efforts will be made to provide access virtually)
- Cannot be reasonably accommodated into the school calendar

What can providers expect once a request has been accepted?

Once we have approved a provider, we will work with them to identify the best method for providing access to our students.

We will make the school hall, classrooms and private meeting rooms available to host discussions between providers and students. We will also make presentation equipment, such as projectors and televisions, available to providers.

Arrangements will be discussed in advance between our careers leader and a nominated member of the provider's team.

Can providers leave prospectuses for students to read?

Providers are welcome to leave a copy of their prospectus and other relevant course literature with the school librarian at the school library and with the sixth form team for display in the sixth form centre

Approval and review

This policy statement was approved by the Trustee's Pastoral committee on 12th October 2022.