



# Provider access policy statement

Approved by:

Last reviewed on: October 2023

Next review on: October 2024

## **Aims**

This policy statement aims to set out our arrangements for managing the access of education and training providers to students at the Oakfield Lodge School for the purpose of giving them information about the provider's education or training 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

## **Statutory requirements**

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 7 to 11 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.

## **Student Entitlement**

All pupils in Year 7-11 are entitled to:

- Find out about technical qualifications and apprenticeship opportunities, as part of the careers programme which provides information on the full range of education and training options available at each transition point; and to hear from a range of local providers
- Hear about the opportunities they offer, including technical education and apprenticeships – through lessons, visits from external visitors, group discussions, Preparation for Adulthood sessions, attending taster events
- Understand how to make applications for the full range of academic and technical courses. All pupils are given access to online guidance and personalised information and guidance from the careers lead and during lessons. All pupils in KS4 will have face-to-face careers interviews and the opportunity to take part in work experience

## **Management of Provider Access Requests**

In the first instance, a provider wishing to request access should contact the schools main careers lead: Rachael Denham, [rdenham@oakfieldlodge.cheshire.sch.uk](mailto:rdenham@oakfieldlodge.cheshire.sch.uk)

## **Safeguarding**

Our safeguarding policy outlines the schools procedures for checking the identity and suitability of visitors

## **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/carers. These include: -

- Visitor talks throughout the year
- Year 9 Options Evening
- Career related assemblies
- Drop down career day
- Careers fairs
- Mock Interviews

Please see our Careers Learning Journeys for more information on the activities that happen during the academic year. Please contact our Careers Lead if you think there are any opportunities that you would like to be involved with.

## **Covid-19 Update**

Please be aware that due to the current Covid-19 situation some of these opportunities may be virtual.

All providers who have access to students remotely, via Teams or any other means, will be supervised by a member of Oakfield Lodge staff accordingly.

## **Premises and Facilities**

The school will make classrooms or meeting rooms available for discussions between the provider and students, as appropriate to the activity. This will all be discussed and agreed in advance of the visit with our Careers Leads. Providers are welcome to leave a copy of their prospectus or other relevant course literature for our careers lead, who will distribute them to students.

This facility is available to all students at lunch and break times and before and after school.

## **Monitoring arrangements**

The schools arrangements for managing the access of education and training providers are monitored by Rachael Denham.