

Meden 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 Katherine Knight, Associate School Leader.

Telephone: 01623 843517: Email: kknight@medenschool.co.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	Aspiration & ATL assemblies	Life skills – assembly and tutor group opportunities through the year as part of careers programme KS4 options event – informing of subjects which link to vocational careers.	Life skills – assembly and tutor group opportunities

	Autumn Term	Spring Term	Summer Term
		Apprenticeship information shared & Labour Market Information	
Year 9	Aspiration & ATL – assembly and tutor group opportunities through the careers programme	Ambition Nottingham event – awareness of entrepreneurial and vocational opportunities	Apprenticeship information shared & Labour Market Information
Year 10	Aspiration & ATL assembly and tutor group opportunities through the Careers programme Apprenticeship information shared & Labour Market Information	Work experience preparation sessions – assembly, guest speakers, tutorial sessions Ambition Nottingham events	Work experience - May Interview with an employer CV, application form and covering letter workshops
Year 11	Life Skills – assembly on opportunities at 16 1-2-1 careers interviews with Michelle Powell from Ideas4careers Apprenticeship information shared & Labour Market Information	Post 16 evening – West Notts College issue advice Post 16 taster sessions from West Notts on technical and vocational qualifications and routes Apprenticeship workshop with the school enterprise advisor	Aspiration & ATL assembly and tutor group opportunities through the Careers programme
Year 12	Higher Education Fair Post 18 assembly – apprenticeships Apprenticeships live webinar in study sessions Aspiration & ATL assembly and tutor group opportunities	Small group sessions: future education, training and employment options, delivered through careers programme Links with Nottingham Trent University and Dancop	Small group sessions: future education, training and employment options, delivered through careers programme Apprenticeship information shared & Labour Market Information Yr 12 work experience

	Autumn Term	Spring Term	Summer Term
	through the Careers programme		opportunities
Year 13	Workshops – HE and higher apprenticeship applications Apprenticeships live webinar in tutorial Apprenticeship information shared & Labour Market Information	Apprenticeship workshop with enterprise advisor Aspiration & ATL assembly and tutor group opportunities through the Careers programme Small group sessions: future education, training and employment options, delivered through careers programme Links with Nottingham Trent University and Dancop	Apprenticeship information shared & Labour Market Information

Please speak to our named Careers Leader to identify the most suitable opportunity for you.

The school policy on safeguarding 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 the school librarian. The Resource Centre is available to all students at lunch and break times.

Approval and review

Approved by Governors at Curriculum and Standards Committee

Next review: September 2022

Signed: Colin Callaghan Chair of Governors

Mr Jim Smith Head teacher

COLIN CALLAGHAN

