



Roding Valley
HIGH SCHOOL

**Provider
Access Policy
2017-2018**

Reviewed: December 2017

Approved: January 2018



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:

Donna Mason, Careers Development Manager,

Telephone: 0208 508 1173;

Email: dmason@rodingvalley.net

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	Assembly: Guest Speakers	Careers Fest (employers, colleges, universities, institutes, apprenticeship providers, university technical colleges attend)	Assembly – Guest Speakers Alumni/Employers
Year 9	Assembly: Guest Speakers	Careers Fest (employers, colleges, universities, institutes, apprenticeship providers, university technical colleges attend)	Assembly – Guest Speakers Alumni/Employers
Year 10	Assembly: Guest Speakers	Careers Fest (employers, colleges, universities, institutes, apprenticeship providers, university technical colleges attend)	Assembly – Guest Speakers Alumni/Employers CV workshops Mock Interviews Assembly Post 16 Options



	Autumn Term	Spring Term	Summer Term
Year 11	Assembly – Guest Speakers	Careers Fest (employers, colleges, universities, institutes, apprenticeship providers, university technical colleges attend) Apprenticeship workshops	
Year 12	Post 18 Options assembly – apprenticeships	Careers Fest (employers, colleges, universities, institutes, apprenticeship providers, university technical colleges attend) Apprenticeship workshops	Assembly – Guest Speakers Alumni/Employers Business Breakfast (employers and students networking event)
Year 13	Workshops – HE and higher apprenticeship applications Assemblies	Careers Fest (employers, colleges, universities, institutes, apprenticeship providers, university technical colleges attend) Apprenticeship workshops	Assembly – Guest Speakers Alumni/Employers

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

The school policy on Safeguarding [Child Protection Policy](#) and [Visitor Policy](#) 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 school reception for the Careers Resource Centre. The Careers Resource Centre is available to all students at lunch and break times.

Approval and Review	
Date of Approval:	17/01/2018 by Governors at the Curriculum and Standards Committee
Date of Next Review:	January 2019
Chair of Governors Signature:	 Mr Tony Barritt
Head of School Signature:	 Mrs Sharon Jenner