

## **Ecclesfield School: Provider Access Policy – September 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 pathways evenings, assemblies, 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**

The Careers Leader for Ecclesfield School is Mr Richard Walkden (Headteacher), however providers wishing to request access should contact either:

Ms Lesley Cassell  
Careers Adviser  
[lcassell@eccoschool.com](mailto:lcassell@eccoschool.com)  
Tel: 0114 246 1156 x1148

Mr. Sean Hollingworth  
Business and Communities Engagement Manager  
[SHollingworth@eccoschool.com](mailto:SHollingworth@eccoschool.com)  
Tel: 0114 246 1156 x1131

### **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:

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 8</b>	Career development – tutor group/PSHCE opportunities	Career development – tutor group/PSHCE opportunities	Career development – tutor group/PSHCE opportunities

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 9</b>	KS4 Pathways; Career development – tutor group/PSHCE opportunities	KS4 Pathways event; Career development – tutor group/PSHCE opportunities	Getting ready for Y10 work experience ‘search and apply’.
<b>Year 10</b>	Work experience ‘search and apply’; Post 16 Progression opportunities; Career development – tutor group/PSHCE opportunities	Work experience preparation; Post 16 Progression opportunities; Career development – tutor group/PSHCE opportunities	Work experience preparation; Post 16 Progression opportunities; Career development – tutor group/PSHCE opportunities
<b>Year 11</b>	Careers Opportunities event; Apprenticeship/Study ‘search and apply’ support; Mock Interviews.	Small group sessions: Apprenticeship/Study ‘search and apply’ support; Mock Interviews.	Small group sessions: future education, training and employment options; Apprenticeship ‘search and apply’ support.

Please speak to either Lesley Cassell or Sean Hollingworth to identify the most suitable opportunity for you.

The school policy on safeguarding <http://ecclesfield-school.com/wp-content/uploads/2017/06/Safeguarding-policy-2016-17v1.pdf> 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, where possible; this will be discussed and agreed in advance of the visit.

Providers and employers are welcome to leave a copy of their prospectus or other relevant literature in the Careers Resource Centre, which is managed by the Careers Assistant. The Resource Centre is available to all students before school, after school, at lunch, and at break times.

### **Approval and review**

Approved by Richard Walkden, Headteacher

Date: 3<sup>rd</sup> September 2018

Next review: September 2019