



# Policy statement on provider access

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## **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.
- 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 Mrs B. Sahota, Careers Coordinator

Telephone: 0208 872 8905

Email: [sahota@rooksheath.harrow.sch.uk](mailto:sahota@rooksheath.harrow.sch.uk)

## **Opportunities for access**

The following list shows the main events and activities integrated into the school careers programme.

- Skills lessons.
- Careers lessons.
- Guided tutor time.
- Access to the careers library.
- One to One interviews with Careers Personal Advisor.
- Work experience – Year 12.
- Subject lessons linked to careers.
- Trips linked to specific careers eg STEM and Law.
- Opportunity to attend specific careers events eg. Techmix Jobs Expo, London Skills Fair.
- Workshops on choosing apprenticeships.
- Speakers in Assemblies.
- Careers events in school eg. Vocational Fair, Careers Fair, College Fair.
- Skills workshops.

Providers are welcome to come into school and speak to the students. Please speak to Mrs B. Sahota (Careers Coordinator) to identify the most suitable opportunity for you.

The school policy on safeguarding [\[link\]](#) 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 if 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 be discussed and agreed in advance of the visit with the Careers Coordinator.

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 Careers Coordinator. The Resource Centre is available to all students at lunch and break times.

**Approval and review**

Approved [date] by Governors at Curriculum and Standards Committee

Next review: [date]

Signed: [name] Chair of Governors

[name] Head teacher