



Provider Access Policy Statement

Date: June 2019

Northgate School Arts College
Provider Access Policy Statement

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1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to pupils for the purpose of giving them information about their 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

2. Statutory requirements Schools are required to ensure that there is an opportunity for a range of education and training providers to access pupils in years 7 to 13 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 pupils.

This is outlined in section 42B of the Education Act 1997. This policy shows how our school complies with these requirements.

3. Pupil entitlement: All pupils in years 7 to 13 at Northgate School Arts College & The Bee Hive are entitled to:

- find out about technical education qualifications and apprenticeship opportunities, as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact our Careers Lead, Mrs S Nembhard, Deputy Head at Northgate School Arts College, or Mrs L Michaelides, Deputy Headteacher at The Bee Hive.
Telephone: 01604 714098

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parent/carers:

	Autumn term	Spring term	Summer term
Year 7	Assembly and tutor group opportunities- employability skills Curriculum links to careers Careers and Employability days/events	Careers and Employability days/events	Careers and Employability days/events
Year 8	Assembly and tutor group opportunities- employability skills Curriculum links to careers	Key stage 3 options event Parents' evening Careers and Employability days/events	Careers and Employability days/events
Year 9	Parents evening Careers and Employability days/events	Assembly and tutor group opportunities- employability skills Careers and Employability days/events	Careers and Employability days/events
Year 10	Work experience preparation sessions Careers fair Careers and Employability days/events School Business link meetings	Assemblies and tutor group opportunities- employability skills Careers and Employability days/events School Business link meetings	Parents' evening Work experience Careers and Employability days/events School Business link meetings

Year 11	Assembly on opportunities at 16 Careers fair Post 16 college liaison days Mock interviews Parents' evening School Business link meetings	Apprenticeship talks Careers and Employability days/events School Business link meetings	Apprenticeship talks Careers and Employability days/events School Business link meetings
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Please speak to our Careers Leaders to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Northgate School Arts College & The Bee Hive's Safeguarding Policy states that all visitors to the college will be accompanied by a member of staff. Staff will oversee pupil/visitor discussion. At all times, we will ensure that our pupils are safe whilst meeting or speaking to external providers. If staff have any concerns, access may be denied. Please speak to our Careers Leaders for further information.

4.4 Safeguarding

Our visitor policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

Once visits have been agreed, the College will provide appropriate facilities to facilitate the visit, along with any equipment requested by the provider, where it is available. Sessions can be held in different venues according to the number of pupils and the requirements of the provider. Visits can be in the main hall and delivered to over 160 pupils at The Northgate site, or 60 pupils at The Bee Hive site. At times, it may be more appropriate to deliver sessions in the classroom with a smaller group. We also have the facility to deliver safe personalised sessions. We are happy to work with providers to provide any resources we can that make their visit possible and we are happy to accommodate those that need to bring extra equipment into the Academy in order to showcase what they do.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at either reception for the attention of: Mrs S Nembhard at Northgate School Arts College &/or Mrs L Michaelides, at The Bee Hive. Deposited materials and literature will then be placed in the careers office, so it is available to pupils during the course of or directly after the school day.

5. Monitoring arrangements

The school's arrangements for managing access of education and training providers to pupils is monitored by Mrs S Nembhard & Mrs L Michaelides.

This policy will be reviewed by Mrs S. Nembhard & Mrs L Michaelides.