

# Access for Education & Training Providers Policy



Approved:

Review date: January 2019

Responsible Officer: ALT Lead Careers Adviser

## Vision and Ethos



The vision statement of the Trust demonstrates its Christian ethos and faith foundation.

The Trust believes in the transformational power of education for each individual and that this is enhanced through collaborative working between the academies.

### **We believe:**

- that a Christian ethos underpins and informs all that we do
- that the focus of the Trust is to promote collaboration between schools within a strategic locality in order to secure mutual improvement
- that through managed collaboration between academies there will be increased and improved opportunities for the development of all staff, students/children, parents and community
- in the development of a broad and balanced curriculum that supports young people's personal development and preparation for life
- that the family of academies within the Trust, working together, will secure continuity and progression for all
- that there should be high expectation for all children/students and young people whatever their circumstances or starting point and addressing disadvantage
- that, through its structures and work, the Trust can create and support effective Governance for all members
- that, through the Trust's work across its academies, expertise and capacity will be developed so that they can be supported with their development needs and economies of scale achieved

# Contents

Para	
1	Policy Statement
2	Scope and Principles
3	Management of provider access requests
4	Opportunities for access
5	Premises and facilities

Where the word 'Trust' is used in this document it refers to Archway Learning Trust.

Where the word 'Governing Body' is used it refers to the Local Governing Body of an individual academy within the Trust.

Where appropriate the Local Governing Bodies of individual academies will publish details of the procedures and practices to implement Trust policies.

## Related Policies and Procedures

- Careers Education, Information, Advice and Guidance Policy
- Safeguarding Policy

## 1. Policy Statement

- 1.1. This policy statement sets out the Trust's arrangements for managing the access of providers to pupils at the Trust's schools for the purposes of giving them information about the provider's education or training offer. This complies with the Trust's legal obligations under Section 42B of the Education Act 1997.

## 2. Scope and Principles

- 2.1. 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.

## 3. Management of provider access requests

- 3.1. A provider wishing to request access should contact Rasheda Kawsar or Sarah Newnham (Archway Learning Trusts Careers Adviser)

Telephone: 0115 929 7445

Email: [rbegum@bluecoat.uk.com](mailto:rbegum@bluecoat.uk.com)

or:

[snewnham@bluecoat.uk.com](mailto:snewnham@bluecoat.uk.com)

## 4. Opportunities for access

	Autumn Term	Spring Term	Summer Term
<b>Year 8</b>	Event for University Technical Colleges  KS4 Options opportunities	Life skills – assembly and tutor group opportunities  KS4 options evenings	Life skills – assembly and tutor group opportunities
<b>Year 9</b>	Event for University Technical Colleges	Event for University Technical Colleges	Event for University Technical Colleges  'Speed Networking' event with providers and employers

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 10</b>	Life Skills – work experience preparation sessions	Life Skills – work experience preparation sessions	Life skills – assembly and tutor group opportunities
<b>Year 11</b>	Life Skills – assembly on opportunities at 16	Post 16 evening Post 16 taster sessions	
<b>Year 12</b>	Higher Education Fair Post 18 assembly – apprenticeships	Small group sessions: future education, training and employment options	Small group sessions: future education, training and employment options
<b>Year 13</b>	Workshops – HE and higher apprenticeship applications	Small group sessions: future education, training and employment options  Workshops – HE and higher apprenticeship applications	

- 4.1. Please speak to our named Careers Leader, Rasheda Kawsar, to identify the most suitable opportunity for you.
- 4.2. The Trust policy on safeguarding sets out our approach to allowing providers into school as visitors to talk to our students. A copy of the Safeguarding Policy will be provided/referenced during your visit/s to our schools.

## **5. Premises and facilities**

- 5.1. 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 any other specialist equipment to support provider presentations where possible. This will all be discussed and agreed in advance of the visit with the Careers Leader: Rasheda Kawsar or a member of their team.
- 5.2. Providers are welcome to leave a copy of their prospectus or other relevant course literature which will be made available in our libraries under 'Careers', which is managed by the school librarian and our Careers Advisers. Careers-related resources are available to all students at lunch and break times.