



Provider Access Policy Statement

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Document Control

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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 students 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 students in years 8 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 students. This is outlined in section 42B of the [Education Act 1997](#). This policy shows how our school complies with these requirements.

3 Student entitlement

All students in years 7 to 11 at Worthing High School 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, e.g. through activities and events such as options events, assemblies and taster activities
- 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 Mr Martin Fisher, Careers Advisor.
- Telephone: 01903 237864
- Email: mfisher@worthinghigh.net
- All requests will be considered & reviewed and further information may be requested prior to a final decision and response to the request being provided.

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 students and/or their parents/carers:



	Autumn	Spring	Summer
YEAR 7		Enrichment days Assemblies	Enrichment days Assemblies
Year 8	Enrichment days Assemblies	Enrichment days Assemblies National Apprenticeship Week presentations Careers Week presentations	Enrichment days Assemblies
Year 9	Assembly and tutor group opportunities Introduction to T Levels Enrichment days Pathway assembly opportunities	Key Stage 4 options events National Apprenticeship Week presentations Careers Week presentations Enrichment days Pathway assembly opportunities	PSHE Career modules Enrichment days Pathway assembly opportunities
Year 10	Assembly and tutor group opportunities Post-16 & Careers Fair evening Enrichment days Pathway assembly opportunities	Big Interview networking event with providers and employers Focus Day Post 16 provider presentations National Apprenticeship Week presentations Careers Week presentations	Work experience preparation sessions Work experience Pathway assembly opportunities Post 16 modules within PSHE
Year 11	Enrichment days Pathway Assemblies Post-16 & Careers Fair evening Post 16 modules within PSHE	Post-16 taster sessions National Apprenticeship Week presentations Careers Week presentations	

Please speak to Martin Fisher, Careers Advisor to identify the most suitable opportunity for you.

These events will run in line with any measures related to public health incidents, including COVID-19.

4.3 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors and is available on our school website:



<https://www.worthinghigh.net/attachments/download.asp?file=1609&type=pdf>

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

4.4 Premises and facilities

The school will make a suitable space or room available for discussions between the provider and students, as appropriate to the activity.

The school will also make available ICT and other specialist equipment to support provider presentations.

This will all be discussed and agreed in advance of the visit with the Careers Advisor or a member of staff or SLT linked to the relevant Year group or groups.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Advisor so that they can be displayed in the Careers Office or Careers section of the school library.

5 Links to other policies

- Safeguarding/child protection policy:
<https://www.worthinghigh.net/attachments/download.asp?file=1609&type=pdf>
- Careers guidance policy:
<https://www.worthinghigh.net/attachments/download.asp?file=1619&type=pdf>
- Curriculum policy:
<https://www.worthinghigh.net/attachments/download.asp?file=185&type=pdf>

6 Monitoring arrangements

- The school's arrangements for managing the access of education and training providers to students are monitored by Mr M Fisher
- This policy will be reviewed by Mr N Mariosa (Assistant Headteacher) annually.
- At every review, the policy will be approved by the governing board.