



# Provider Access Policy

Date: September 2020

Review date: September 2021

Approved by the Advisory Board: September 2020

Linked with other policies:

- Data Protection
- Privacy Notice
- Equality

Signed:

A handwritten signature in blue ink, appearing to read 'S. Day'.

Registered address: All Saints School (Lessingham) Limited. Company no: 10323174  
Rookery Farm, Reynolds Lane, Potter Heigham, Great Yarmouth NR29 5LY

## **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**

All students in years 8-11 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 events, assemblies and 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**

A provider wishing to request access should contact Miss K King, School Support Manager & Careers Leader.

Telephone: 01692 582083

Email: [kking@allsaintslessingham.co.uk](mailto:kking@allsaintslessingham.co.uk)

### 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:

	Autumn Term	Spring Term	Summer Term
<b>Year 8</b>	<ul style="list-style-type: none"> <li>• KS3 Parents evening</li> <li>• Wellbeing week</li> <li>• Introduction to all careers software</li> <li>• Overview of post 16 options for pupils and parents/carers</li> </ul>	<ul style="list-style-type: none"> <li>• IAG through 'Help You Choose'</li> <li>• Career Pilot</li> <li>• National Careers</li> <li>• Websites</li> </ul>	
<b>Year 9</b>	<ul style="list-style-type: none"> <li>• Access to careers adviser</li> <li>• KS3 Parents evening</li> <li>• Wellbeing week</li> <li>• Introduction to all careers software</li> </ul>	<ul style="list-style-type: none"> <li>• Access to careers adviser</li> <li>• IAG through 'Help You Choose'</li> <li>• Career Pilot</li> <li>• National Careers</li> <li>• Websites</li> <li>• Norfolk Careers Festival</li> <li>• KS4 Options Evening</li> <li>• Careers/IAG week – outside speakers and presentations</li> </ul>	<ul style="list-style-type: none"> <li>• Access to careers adviser</li> </ul>
<b>Year 10</b>	<ul style="list-style-type: none"> <li>• Access to careers adviser</li> <li>• KS4 Parents evening</li> <li>• Wellbeing week</li> </ul>	<ul style="list-style-type: none"> <li>• Access to careers adviser</li> <li>• IAG through 'Help You Choose'</li> <li>• Career Pilot</li> <li>• National Careers</li> <li>• Websites</li> <li>• KS4 Parents Information evening</li> <li>• Norfolk Careers Festival</li> <li>• Careers/IAG week – outside speakers and presentations</li> </ul>	<ul style="list-style-type: none"> <li>• Access to careers adviser</li> <li>• College visits/open days</li> </ul>

<b>Year 11</b>	<ul style="list-style-type: none"> <li>• Access to careers adviser</li> <li>• KS4 Parents evening</li> <li>• IAG through Help You</li> <li>• Choose</li> <li>• Career Pilot,</li> <li>• National Careers</li> <li>• Websites</li> <li>• College visits/opening evenings</li> <li>• Support with Post 16 college interviews</li> <li>• Wellbeing week</li> </ul>	<ul style="list-style-type: none"> <li>• Access to careers adviser</li> <li>• KS4 Parents Information evening</li> <li>• Norfolk Careers Festival Careers/IAG week – outside speakers and presentations</li> <li>• Life skills – work experience preparation sessions and inviting ex-student back to school to discuss their job experiences.</li> <li>• Support with Post 16 college interviews</li> </ul>	<ul style="list-style-type: none"> <li>• Access to careers adviser</li> <li>• Life skills – work experience week</li> <li>• Transition Support internal and external with colleges/sixth forms and our EHCP coordinator, where necessary</li> <li>• Summer Buddy Scheme</li> <li>• Exams Results Day Support with enrolment days</li> <li>• Confirmation of post 16 education destinations for all pupils</li> </ul>
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Please speak to our Careers Leader to identify the most suitable opportunity for you.

### **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. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Leader for students to access in the school library and their form rooms which are available to all students throughout the day.

### **Impact of Our Provision**

We are able to measure the impact of our provision through our destination data as it reflects that 100% of our students continue in full time education, training or employment.