



Sandhurst School

Careers Provider Access Policy Statement

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Statutory/Non-Statutory	Non-Statutory
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Responsibility for Updating:	Deputy Headteacher
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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
- 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.

Our provision includes various opportunities for students to access a range of events. These are integrated into Sandhurst School's careers programme and curriculum as well as hosting or attending one off events that provide such opportunities. The integrated events are usually delivered internally, with contribution from external providers where necessary.

The one off events, such as a college open day or an apprenticeship fair, are regularly advertised to our students and where appropriate we will arrange a visit, during the day, for a select group of students to attend.

Sandhurst School employs an independent and impartial careers adviser from an outside agent who works with students to ensure they are able to make an informed choice about their next steps. The adviser will see students at least once, but where necessary repeat appointments can be made.

This is especially the case when students have identified as risk of NEET (not in Education, Employment or Training). The adviser will inform students about the opportunities that other providers have, and when needed, they will complete application forms together for those selected college or apprenticeship placements.

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 8 to 13 at Sandhurst 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 events
- 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 Charlotte Hoekstra, Careers Coordinator.

Telephone: 01344 775678

Email: choekstra@sandhurstschool.org.uk

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:

YEAR	AUTUMN TERM	SPRING TERM	SUMMER TERM
7		Assembly with careers adviser to introduce careers	
8	Overview of post 16 options for students and parents, to include: A levels, Applied General Qualifications (e.g., BTECs), technical/vocational qualifications, apprenticeships, traineeships and supported internships Event for University Technical Colleges	Employer event for students, parents – market stall event giving overview of local, regional and National opportunities and skills requirement Meetings with careers adviser	Technical/vocational tasters at local college/s, training providers Meetings with careers adviser
9	Event for providers of technical education / apprenticeships to include Further Education colleges UTCs or Studio schools and training providers Meeting with careers adviser	Meetings with careers adviser KS4 options event	Technical/vocational tasters at local college/s, training providers Meetings with careers adviser
10	Life Skills – work experience preparation sessions Meetings with careers adviser	Technical/vocational tasters at local college/s, training providers Meetings with careers adviser	Life skills – assembly and tutor group opportunities Meetings with careers adviser
11	Post 16 provider open evenings: opportunities to visit local Further Education and sixth form colleges, other school UTCs,	Post-16 interviews	Confirmation of post 16 education destinations for all students

YEA R	AUTUMN TERM	SPRING TERM	SUMMER TERM
	<p>Studio schools and other training providers regarding A level, Applied General, technical and vocational and apprenticeships.</p> <p>Meetings with careers adviser</p> <p>Post 16 applications</p>		
12	<p>Higher Education Fair for a variety of HE providers including local Further Education colleges</p> <p>Post-18 assembly – higher and degree apprenticeships</p>	<p>Small group sessions: future education, training and employment options</p> <p>Meetings with careers adviser</p>	<p>Small group sessions: future education, training and employment options</p> <p>Meetings with careers adviser</p>
13	<p>Workshops – HE and higher apprenticeship applications</p>	<p>Meetings with careers adviser</p>	<p>Confirmation of post 18 education destinations for all students</p>

Please speak to our careers coordinator 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 Granting and refusing access

- Safeguarding – if the Academy DSL deems it is not safe or appropriate
- Health & Safety – the provider must adhere to the Academy H&S requirements

4.4 Safeguarding

Sandhurst School policy on safeguarding sets out the school's approach to allowing providers into the school as visitors to talk to our students. At all times we ensure that there are no issues of safeguarding and that our students are always completely safe whilst meeting or speaking to external providers.

Our safeguarding/child protection 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

We are happy to work with providers to share any resources we can that make their visit possible and we are happy to accommodate those that need to bring extra equipment into the school in order to showcase what they do.

- Upon application a range of venues from a hall with seating for 200, to small group conference rooms can be made available. Laptops can be provided with audio visual equipment plus connection to the guest wi-fi network. There is ample free on site parking.
- Providers should discuss their need when arranging their meeting or event.
- Providers are welcome to leave prospectuses or other material for students to read, these will be made available in our careers areas and available for use by Adiza during career guidance meetings.

5. Links to other policies

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Justin Southwood, Deputy Headteacher.

This policy will be reviewed annually by the governing board, curriculum.

At every review, the policy will be approved by the governing board.