Provider Access Policy

**Introduction**

This policy statement sets out the school’s arrangements for managing 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**

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.

From January 2023 the updated provider access legislation (PAL) specifies schools must provide at least six encounters for all their students:

* Two encounters for pupils during the ‘first key phase’ (year 8 or 9) that are mandatory for all pupils to attend
* Two encounters for pupils during the ‘second key phase’ (year 10 or 11) that are mandatory for all pupils to attend
* Two encounters for pupils during the ‘third key phase’ (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend.

**Management of provider access requests**

**Procedure**

A provider wishing to request access should contact Emily Garside; Assistant Headteacher

Telephone: *02084650740*;  Email:  e.garside@greenvaleschool.co.uk

Carolina Sanches-Artico; Careers Lead. Email: c.sanchesartico@greenvaleschool.co.uk

**Opportunities for access**

We work successfully with WEX, Lewisham Work experience providers for a personal careers appointment for students in year 14 to organise external work experience where possible.

There are a number of events, integrated into the school careers programme, which include opportunities for providers to come into school to speak to pupils and/or their parents.

The following table outlines examples of the opportunities provided for training and education providers to speak to students and/or their parents/carers.

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| --- | --- | --- | --- |
|   | AUTUMN TERM  | SPRING TERM  | SUMMER TERM  |
| KS3 (YEAR 7-9)  |  Information Fayre  National Careers Week EHCP Annual reviews to focus on aspiration and employability | PSHE Curriculum: Choices and Careers National Careers Week  |  PFA – Transition planning meetingExternal Speakers   |
| KS4 (YEAR 10-11)  |  PSHE Curriculum: Further Education Information Fayre National Careers Week EHCP Annual reviews to focus on aspiration and employability |  PSHE Curriculum: Careers and Paid Employment National Careers Week | PFA – Transition planning meeting External Enterprise/ Employability WorkshopExternal Speakers   |
| KS5  (YEAR 12-14)  |  PFA: Workplace Environment/ Planning for my future  Information FayreNational Careers Week  EHCP Annual reviews to focus on aspiration and employabilityY14 - Parent’s Workshop for External Work Experience  |  English Curriculum:  Work Related  PFA: Training and Education/ Creating a CV  National Careers Week External Careers Fayre’s  | PFA: Skills at Work/ Careers in my locality/ Getting a Job  Year 14 – Lewisham Work Experience with local employers  PFA – Transition planning meeting ASDAN (PSD) – Preparation for Work, Community ActionHealthy LivingVisits to Local Post-19 ProvidersExternal Enterprise/ Employability WorkshopExternal Speakers  |

**Safeguarding**

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.

**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 the school careers leader.