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Provider Access Policy

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

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 7 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.

Publication and scope

This policy applies to every secondary school in Anthem and will be posted on each secondary school website. It can be made available in hard copy and in large print on request.

Pupil entitlement

All students in years 7 to 13 at St Mark Church of England Academy 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.
- 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: Aimee Gallagher, Vice Principal (Behaviour and Attitudes) Telephone number: 0208 648 6627, AGallagher@stmarks.anthemtrust.uk

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.

The events listed below are subject to change and this is not an exhaustive list, as we respond to new opportunities and the needs of our students.

Please also be aware that, due to the current pandemic, access into school may be limited, however, we continue to facilitate virtual links to employers and training providers. We look forward to welcoming external visitors back into school in the near future.

	Autumn Term	Spring Term	Summer Term
Year 7	Event for university technical colleges (UTCs)		Careers workshop
Year 8	Event for university technical colleges (UTCs)		Careers workshop
Year 9	Assembly and tutor group opportunities - employability skills	Key Stage 4 options event	
Year 10	Assembly and tutor group opportunities - employability skills	Networking event with providers and employers	Work experience preparation sessions Work experience
Year 11	Assembly on opportunities at 16 Event for UTCs	Post-16 evening Post-16 taster sessions Apprenticeships – support with applications	
Year 12	Higher education (HE) fair Post-18 assembly - apprenticeships		Small group sessions: future education, training and employment options

Year 13	HE and higher apprenticeship applications	Assembly and small group opportunities - employability skills	
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Please speak to our Careers Leader, Anthoula Glymidou to identify the most suitable opportunity for you.

Granting and refusing access to providers

Access will be provided based on meeting the following criteria:

- Adequate room(s) and equipment are available, based on existing timetable and letting commitments.
- Staff are available to attend, taking account of participant numbers and teaching timetables, to ensure DBS regulations are complied with.
- Students are available to attend, depending on the dates requested and curriculum considerations.
- Providers are able to present impartial, unbiased and high-quality, age-appropriate content, meeting equal opportunity requirements.
- Providers are GDPR compliant.

Safeguarding

The school and Anthem are committed to keeping children safe and our Child Protection and Safeguarding 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, which can be found on our school website.

Complaints

Complaints about services from providers who use school premises or facilities should be directed to the provider concerned.

Premises and facilities

- We have the following facilities on site to support: rooms, computer facilities with audio. If you do require access to any specialist equipment, requests need to be made in writing to Aimee Gallagher, AGallagher@stmarks.anthemtrust.uk at least one week before the event.
- If providers wish to leave prospectuses or other material for student to read, this will need to be agreed by Aimee Gallagher, AGallagher@stmarks.anthemtrust.uk. Request must be made in writing one week prior to the event.

Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Aimee Gallagher

This policy will be reviewed every two years.

