

Provider Access Policy

Creation Date	December 2018
Frequency of Review	Yearly
Review Date Due	July 2019

Rationale

This policy statement sets out the school's arrangements for managing the access of providers to students 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 apprenticeship 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.

Management of provider access requests

Procedure: A provider wishing to request access should contact:

Name: Mrs K Dimmack

Job: Careers Leader

Telephone 01482 847498

Providers will need to arrange to meet with representatives of the LT and Careers team to discuss the aims of the required access to enable the selection of an appropriate event that gives access to particular student groups.

Cottingham High School is happy to arrange appropriate sessions but these must be scheduled at an appropriate time within the CEIAG programme. This will allow students to make decisions based on accurate information in the correct context.

Opportunities for access

A number of events, integrated into the school careers programme, may offer providers an opportunity to come into school to speak to students and/or their parents/carers, some examples are given below:

Year 8	Careers Alternative Curriculum Day
Year 9	Careers Alternative Curriculum Day Year 9 Options Evening
Year 10	Careers Alternative Curriculum Day Sixth Form Subject Day
Year 11	Careers Alternative Curriculum Days Post 16 Curriculum Evening
Year 12	PSHCEE Lessons Assemblies HE Application Process
Year 13	PSHCEE Lessons Assemblies

Please speak to our Careers Leader in the first instance to allow us to identify a suitable opportunity. The available facility may vary and can be discussed with us and agreed in advance of any visit.

Providers are always welcome to leave a copy of their prospectus or other relevant course literature with the Careers Leader who will arrange for it to be made available to students.

A copy of any prospectus, handouts, literature and the script of any presentation must be sent to the Careers Leader for approval at least one full week before any visit to the school.