

Cottingham High School: Provider Access Policy Statement

Status:	Live
Policy Owner (Position)	Careers Leader
Statutory / Recommended	Statutory
Date of Adoption	December 2018
Frequency of Review	Every 2 Years
Last Review Date	November 2022
Advisory Group	LGB
Linked Documents	Careers Policy

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to the school for the purpose 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 a minimum of six encounters with a provider of technical education qualifications or apprenticeships (2 in Years 8 and 9; in Years 10 and 11; and 2 in Years 12 and 13).
- 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.
- Students in Year 7 are entitled to careers guidance.

Management of provider access requests

Procedure

A provider wishing to request access should contact Mrs Dimmack, Careers Leader, Tel: 01482 847498, Email: dimmack.k@cottinghamhigh.net

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

Previous providers

In previous terms/years we have invited the following providers from the local area to speak to our pupils:

Avant Skills Academy	HYA Training
Bishop Burton College	JTL Training
East Riding College	McArthur Dean Training Limited
HCUK Training	NHS Apprenticeships
Hull Business Training Centre	North Humberside GTA
Hull College	QPD
Hull Training	Skills Hull & East Yorkshire
Humber Energy Skills Training Academy	Swift Caravans
Humberside Engineering Training Association (HETA)	

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

	Event	Whole school Event
Year 8	<ul style="list-style-type: none"> • Green Careers Week as part of PD programme • STEM Day (March) 	<ul style="list-style-type: none"> • Green Careers Week (Nov) National Careers Week (February) • National Careers Week (March) • International Women's Day – focus on careers (March) • Half termly Careers focus as part of PD Programme
Year 9	<ul style="list-style-type: none"> • Green Careers Week as part of PD programme • Careers Day with local employers/apprenticeship • KS4 Options Event • Skills Passport Programme 	
Year 10	<ul style="list-style-type: none"> • Technical/vocational tasters at local college/s, training providers • Post 16 provider open evening • Post 16 apprenticeships assembly/talks • Work Experience (June/July) • Leadership Ladder Programme 	
Year 11	<ul style="list-style-type: none"> • Post 16 provider open evening • Post 16 apprenticeships assembly/talks • Meetings with careers adviser • Post 16 applications • Mock Interviews • Support with post 16 applications 	
Year 12	<ul style="list-style-type: none"> • Work Experience (July) • University visits • Post 18 Pathways Day • UCAS Day 	
Year 13	<ul style="list-style-type: none"> • PSHE Enrichment Days and Assemblies • University visits 	

Providers should contact the Careers Leader in the first instance to allow us to identify a suitable opportunity, the available facility may vary and can be discussed 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 at least one full week before any visit to the school for approval.

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Approval and review

Approved: 21st November 2024 by CHS Local Governing Body

Vince Tennison, Chair of Governors

Next review: [November 2026]