

Provider Access Policy

Uppingham Community College



Approved by: Governor Education Committee

Date: 11th May 2020

Last reviewed on: May 2020

Next review due by: May 2023

1. Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at 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 and the CEIAG Statutory Guidance 2018 Baker Clause, an amendment to the Technical and Further Education Act 2017.

2. Student entitlement

All pupils in years 8-11 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 events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

3. Management of provider access requests

Procedure

A provider wishing to request access should contact Clare Duffy, Assistant Principal and Careers Lead. Telephone: 01572 823631; Email: duffy_c@ucc.rutland.sch.uk We welcome support from the wider community and are always open for new opportunities for our students.

Opportunities for access

A number of internal and external events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

	Autumn term	Spring term	Summer term
Year 7	Careers Day Individual StartProfile established and used throughout the year.		
Year 8	Real Game – finance and careers experience day Continued use	Careers Day	

	throughout the year of individual StartProfiles.		
Year 9	Enterprise Day Continued use throughout the year of individual StartProfiles.	Careers week Guidance interviews Careers Day KS4 options assemblies KS4 Options evening	Options advice
Year 10	Careers week Guidance interviews with a level 6 qualified Careers Advisor resulting in a personalised action plan where needed. Work Experience Preparation Day Apprenticeship Show Continued use throughout the year of individual StartProfiles.	Cadbury World business trip and lecture	CV and writing a covering letter guidance Work Experience placement – 2 weeks
Year 11	Careers week Guidance interviews with a level 6 qualified Careers Advisor resulting in a personalised action plan. World of Work Day Post-16 evening Apprenticeship Show Details of post-16 opening evenings/days shared. Increased use throughout the year of individual StartProfiles.	Assemblies covering all possible post-16 options from a range of HE / FE / Apprenticeship / Technical providers. Guidance interviews with a level 6 qualified Careers Advisor resulting in a personalised action plan (with additional interviews for disadvantaged students if needed). Support with post-16 applications and interviews.	Guidance interviews with a level 6 qualified Careers Advisor resulting in a personalised action plan. Support with post-16 applications and interviews.

In addition to the above calendar of events the Careers provision also includes:

- year specific learning integrated into PDE curriculum
- employer events

- assemblies and talks which cover A levels, Applied General Qualifications (e.g., BTECs), technical/vocational qualifications, apprenticeships, traineeships and supported internships
- FE/University taster talks
- visits from local business leaders
- Careers Fair
- online Careers talks
- Careers display boards in each subject area highlighting career options and Labour market Information (LMI)
- Careers information and resources, including post-16 provider prospectuses, apprenticeship opportunities, LMI and career profiles, are located in a dedicated Careers area of the school library readily accessible to students every break and lunch.

Specific details of these events and when they are held during the year for both Key Stage 3 and 4 are available from Mrs Duffy who will also be able to advise you on the most suitable opportunity for you. The Careers Lead will grant requests for access from providers based on the best interests of the students and the overall requirements of the school's Career's programme at the time.

Under the school's safeguarding policy all visitors to the school will require photo ID when signing in. We also ask providers who will have the opportunity for regular contact with students to have a current DBS check in place. All visitors will be subject to reasonable supervision. Additionally, all visitors will be informed prior to the visit, and at the start of their visit, who to consult if they have a concern about a student. This will be in the first instance the DSL Paul Rhodes or the Deputy DSL Alison McFarlane.

4. 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 at the Careers Resource Centre. All students have access to this information at lunch and break times as well as during their 1-1 guidance interviews.