

# St Bernard's High School: Provider Access Policy

## Introduction

This policy statement sets out St Bernard's arrangements for managing the 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.

## Management of provider access requests

### Procedure

A provider wishing to request access should contact *Heulwen Davies, Careers Coordinator*

Telephone: 01702 343583 Email: [office@stbernards.southend.sch.uk](mailto:office@stbernards.southend.sch.uk)

### Opportunities for access

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

	Autumn Term	Spring Term	Summer Term
Year 8	Event for University Technical Colleges	Life skills – assembly and tutor group opportunities	Life skills – assembly and tutor group opportunities
Year 9	Event for University Technical Colleges	KS4 options event	

	Autumn Term	Spring Term	Summer Term
<b>Year 10</b>	Life Skills – work experience preparation sessions		Life skills – assembly and tutor group opportunities
<b>Year 11</b>	Life Skills – assembly on opportunities at 16	Post 16 evening Post 16 taster sessions	
<b>Year 12</b>	Higher Education Fair Post 18 assembly – apprenticeships	Small group sessions: future education, training and employment options	Small group sessions: future education, training and employment options
<b>Year 13</b>	Workshops – HE and higher apprenticeship applications		

Please speak to our Careers Coordinator to identify the most suitable opportunity for you.

The school policy on safeguarding (*see the Statutory Information section of the school website*) sets out the school's approach to allowing providers into school as visitors to talk to our students.

## 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 Coordinator or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Coordinator.

## Approval and review

Approved 14 December 2017 by Governors at Teaching & Learning Committee

Reviewed November 2020

Next review: December 2023 by Governors at Teaching & Learning Committee

Signed:

*Jaqueline James*, Chair of Governors

*Anthony Sharpe*, Head Teacher