Upton Hall School FCJ

# Provider Access Policy

### **Introduction**

This policy statement sets out the School’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.

### **Pupil and Student entitlement**

Pupils in Years 8-11 and students in Years 12 and 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 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: **Mrs K Douglas, Careers Co-ordinator:**

Telephone: 0151 677 7696 / Email: kdouglas@uptonhallschool.org

#### **Opportunities for access**

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents – please see below for a calendar of events.

Please speak to our Careers Co-ordinator to identify the most suitable opportunity for you. The School’s policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website www.uptonhallschool.co.uk

### **Premises and facilities**

The School will make appropriate provision available for discussions between the provider and students, as appropriate to the activity. We 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 Co-ordinator. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Co-ordinator who will distribute the relevant information to pupils.

**Last review date:** 18th February 2022

**Person Responsible:** Ms A Murphy

**ANNUAL CALENDAR OF EVENTS**

|  | **Autumn Term** | **Spring Term** | **Summer Term** |
| --- | --- | --- | --- |
| **Year 8** | Parents Information Evening | Parents EveningCareers Lessons | PHSE DayActivities week |
| **Year 9** | Parents Information Evening | Careers Fair (F.E, H.E & Apprenticeships)Careers Lessons | PHSE DayActivities week |
| **Year 10** | Parents Information EveningPHSE Day  | Careers Fair (F.E, H.E & Apprenticeships) | Careers LessonsWork Experience week |
| **Year 11** | Introduction to Sixth Form EveningPHSE DayWeekly Careers InsightsCareers Lessons | Careers Fair (F.E, H.E & Apprenticeships)Weekly Careers Insights | Pre- Induction DayWeekly Careers Insights |
| **Year 12** | Parents Information EveningParents EveningWeekly Careers InsightsPULSE | Careers Fair (F.E, H.E & Apprenticeships)Weekly Careers InsightsPULSE | Work Experience WeekFutures WeekUCAS Parents WorkshopWeekly Careers InsightsPULSE |
| **Year 13** | Weekly Careers InsightsPULSE | Careers Fair (F.E, H.E & Apprenticeships)Weekly Careers InsightsPULSE | Weekly Careers InsightsMock InterviewsPULSE |