

Name of Policy:	Provider Access Policy
Date first adopted:	February 2018
How often to be reviewed:	Annually
Reviewed	March 2022
Reviewed By the UET Trust Board	May 2022

The Short Stay School for Norfolk: 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.

Student entitlement

Students 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 evenings, assemblies and group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

Primary students Career-related learning in primary schools is about helping “children to understand who they could become and helping them to develop a healthy sense of self that will enable them to reach their full potential”. Early interventions can bring a lasting impact on children's development and perceptions of different occupations, and of the subjects enabling access to them. Start early. The literature has shown that perceptions about the suitability of different sectors and career paths are embedded in the minds of children from an early age. It is therefore important that career-related learning starts as early as age 5.

Management of provider access requests

Procedure

A provider wishing to request access should contact Mrs. Jenna Keyes, Interim Careers Lead for Short Stay School for Norfolk & Specialist Schools.

Telephone: 01603 508520 Email: jkeyes@unityeducationtrust.org

Opportunities for access

There are a number of events, integrated into the school careers programme, these include opportunities for providers to come into school to speak to pupils and/or their parents. The following are events with external providers; we aim to run as many of these as possible:

	Autumn Term	Spring Term	Summer Term
Primary	Role Play Careers Library Careers Embedded in curriculum	Role Play Employer visits Careers Fair with employers Careers Library Careers Week – subject specific input regarding careers	999 emergency services day Employer visits Careers Library Workplace Visits Challenging Stereotypical thinking
Key Stage 3	Careers Week – subject specific input regarding careers ASDAN Key Steps lessons on careers and life skills	Careers Fair with employers ASDAN Key Steps lessons on careers and life skills STEM activities	999 emergency services day Workplace Visits ASDAN Key Steps lessons on careers and life skills Challenging Stereotypical thinking
Year 10	PSHE/Achieve lessons on careers and life skills Apprenticeship Awareness sessions Labour Market Information (LMI) Speed Interviews Employer Engagement	PSHE/Achieve lessons on careers and life skills Careers Fair with employers Careers Week – subject specific input regarding careers Employer Engagement	Workplace Visits
Year 11	College/Training Provider Information days One - One Careers Guidance sessions PSHE/Achieve lessons on careers and life skills Labour Market Information (LMI)	Careers Fair with employers One – One Careers Guidance sessions PSHE/Achieve lessons on careers and life skills	

Apprenticeship Awareness sessions

Mock Interviews

Employer Engagement

College/Training Provider Information
days

Apprenticeship Applications

Careers Week – subject specific input
regarding careers

Please speak to Jenna Keyes to identify the most suitable opportunity for you. The school policy on safeguarding (see school website) sets out the school's approach to allowing providers into school as visitors to talk to our students. All visitors are subject to checks as per the visitors policy.

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 ICT and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader.

Providers are welcome to email a copy of their prospectus or other relevant course literature to the Careers Lead.