 



CAREERS PROVIDER ACCESS STATEMENT

**Document Control**

|  |  |
| --- | --- |
| **This document has been approved for operation within:** | All Trust Establishments |
| **Date effective from** | June 2022 |
| **Date of next review** | June 2023 |
| **Review period** | Annually |
| **Status** | Statutory - Trust |
| **Owner** | Education Partnership Trust |
| **Version** | 1 |

**Contents**

[1. Aims 4](#_Toc57215200)

[2. Statutory requirements 4](#_Toc57215201)

[3. Student entitlement 4](#_Toc57215202)

[4. Management of provider access requests 4](#_Toc57215203)

[5. Links to other policies 6](#_Toc57215204)

[6. Monitoring arrangements 6](#_Toc57215205)

## **Aims**

## This policy statement aims to set out our school’s arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

## Procedures in relation to requests for access

## The grounds for granting and refusing requests for access

## Details of premises or facilities to be provided to a person who is given access

## **2.0 Statutory requirements**

## **2.1** Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

## **2.2** Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

## This is outlined in section 42B of the [Education Act 1997](https://www.legislation.gov.uk/ukpga/1997/44/section/42B).

## **2.4** This policy shows how our school complies with these requirements

**3.0 Student entitlement**

**3.1** All students in years 7 to 11 at Coal Clough Academy are entitled to:

* Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
* Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
* Understand how to make applications for the full range of academic and technical courses

**4.0 Management of provider access requests**

**4.1** Procedure

|  |  |
| --- | --- |
| A provider wishing to request access should contact: | |
| Chloe Pomfret | Careers Lead |
| **Telephone** | 01282421142 |
| **Email** | cpomfret@coalclough.org |

**4.2** Opportunities for access

\*DURING COVID 19 RESTRICTIONS ALL ENCOUNTERS WITH EMPLOYEES WILL BE CONDUCTED VIRTUALLY WITH THE OPPORTUNITY FOR OUR STUDENTS TO ENGAGE AND ASK QUESTIONS\*

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers.

In the following table, outline examples of the opportunities provided for training and education providers to speak to students and/or their parents/carers.

|  | **AUTUMN TERM** | **SPRING TERM** | **SUMMER TERM** |
| --- | --- | --- | --- |
| **YEAR 7 & 8** | * Whole school sponsored walk GB3 * Digital Advantage  week 1 programme  GB2 * Defibrillator training GB3 | * National Careers Week GB2,3,4,5 * Careers assembly GB4 * First Aid Training GB3 | * Skills Builder Accelerator GB4 * E-Sports event GB4, 5 & 7 * Digital Advantage Programme week  2 GB2 |
| **YEAR 9** | * Whole school sponsored walk GB3 * Digital Advantage 1 week programme GB2 * Defibrillator training GB3 * PLI Challenge at BFC GB5 | * National Careers Week GB2,3,4,5 * PLI Challenge at BFC GB5 * Careers assembly GB4 * Armed Forces sessions GB5, GB4 * First Aid Training GB3 * Careers Fair at Eden School GB2 GB5 | * Skills Builder Accelerator GB4 * E-Sports event GB4, 5 & 7 * Digital Advantage Programme week  2 GB2 |
| **YEAR 10** | * Whole school sponsored walk GB3 * Work Experience Asdan Qualification GB4 * Camilla Ainsworth Guest Speaker GB5 * UCLAN/Burnley University Speaker * Defibrillator training GB5 * PLI Challenge at BFC GB5 | * National Careers Week GB2,3,4,5 * PLI Challenge at BFC GB5 * Careers assembly GB4 * Armed Forces sessions GB5, GB4 | * Skills Builder Accelerator GB4 * Work experience week GB6 * College visits GB7 * E-Sports event GB4, 5 & 7 * Personal Guidance GB8 |
| **YEAR 11** | * Whole school sponsored walk GB3 * Camilla Ainsworth Guest Speaker GB5 * New Directions Career Guidance GB8 * Blackburn College Visit GB7 * Nelson and Colne College Visit GB7 * Defibrillator training GB3 * Work experience week GB6 * Myerscough College Visit GB7 * Career lessons weekly GB4 | * New Directions GB8 * Nelson and Colne College visit GB7 * North Lancs Training Group Session GB7 * Workplace visits GB6 * Myerscough College Visit GB7 * Burnley College Visit GB7 * Blackburn College Visit GB7 * National Careers Week GB2,3,4,5 * Career lessons weekly GB4 * NCS session GB3 * Armed Forces sessions GB5, GB4 * Careers Fair at Eden School GB2 GB5 | * Skills Builder Accelerator GB4 * Career lessons weekly GB4 * College visits GB7 * Personal Guidance GB8 * Extended work placements GB6 * NCS GB2 & 3 |

Please speak to our Chloe Pomfret to identify the most suitable opportunity for you.

**4.3** Granting and refusing access

Students will have access to careers guidance and careers education throughout the academic year. This will present itself in;

* Careers lessons that follow our careers curriculum
* Work experience – 2 opportunites for Year 10 and Year 11 per year
* Employer visits
* Guest speakers for FE and HE
* College visits
* University visits
* Careers fairs

**4.4** Safeguarding

Our safeguarding/child protection policy outlines the school’s procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

**4.5** Premises and facilities

**4.6** If an in-school meeting is arranged: 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. All meetings will be in line with health and safety guidance for COVID 19 at that time.

**4.7** If it is appropriate for a virtual meeting to go ahead: The school will make the arrangements with the IT support team to provide technical support and ensure that the live or pre-recorded session can be accessed by our students and staff.

**4.8** Providers are welcome to send a digital/hard copy of their prospectus or other relevant course literature to Chloe Pomfret. This information will then be distributed throughout the school and to parents via social media.

**5.0 Links to other policies**

* + Safeguarding/child protection policy
  + Careers guidance policy
  + Curriculum policy

**6.0 Monitoring arrangements**

The school’s arrangements for managing the access of education and training providers to students are monitored by Chloe Pomfret – Careers Lead – cpomfret@coalclough.org

The Trust has overall responsibility for the effective operation of this statement and for ensuring compliance with the relevant statutory or Trust framework. The Trust has delegated day-to-day responsibility for operating the statement to the Central team, the Local Governing Body and the Headteacher of each Trust school.

At every review, the policy will be approved by the Local Governing Body.