



Hertswood Academy

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Hertswood Academy Provider Access Policy

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Date of next review	Summer 2019
Notes	

Hertswood Academy policy statement on provider access

Hertswood Academy 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 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.

Pupil entitlement

All pupils 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 events, 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 Claire Ronayne, Operational Support Manager

Telephone: 0208 238 7200 Email: admin@hertswoodacademy.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/carers:

Year	Autumn	Spring	Summer
Year 7		Form time activities	
Year 8		KS4 Options Evening KS4 Options Day KUDOS	
Year 9	University Trip	Form Time Activities	
Year 10	Enterprise Activities	Work Experience Prep and De-Brief Assembly Work Experience	
Year 11	LMI form time activities	Post 16 Choices Day Post 16 Choices Evening	
Year 12 & 13	Enterprise Activities Higher Education Fair	Apprenticeship Day Student Finance Talk	Careers Days
Whole School/ On Going Activities	Form time activities	Guest speakers	Form time activities

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

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, which is managed by the Resources Manager.

Approval and review

Approved *Summer 2016* by Governors at Curriculum and Standards Committee

Next review: *Summer 2019*

Signed: Chair of Governors – Martin Doe Head teacher – Peter Gillett