

Provider Access Protocol

Westlands School

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 8-13 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 Rebekah Shaxted

Telephone: 01795 477475

Email: Rebekah.shaxted@swale.at

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:

	Autumn Term September - December	Spring Term January - March	Summer Term April - July
Year 7	Employer Encounters in science, art & maths	Employer Encounters in English	Employer Encounters in ICT & computing
Year 8	Employer Encounters in geography & history	Employer Encounters in English Life Skills – assembly and RADAR Values opportunities	Employer Encounters in PE Life Skills – assembly and RADAR Values opportunities
Year 9	Employer Encounters in Drama	Employer Encounters in English Post 14 Options Evening	Employer Encounters in PE, engineering and animal care
Year 10		Employer Encounters in media, science & business	Employer Encounters in Finance, maths, music and English Work experience Post 16 taster sessions
Year 11	Employer Encounters in CACHE/Health and Social Care College Traineeships NCS	Employer Encounters in science & maths Small group sessions: future education, training and employment options	NCS Small group sessions: future education, training and employment options
Year 12	Employer Encounters in Finance	Employer Encounters in Criminology	Work experience NCS Workshops – HE and higher apprenticeship applications
Year 13	Employer Encounters in Finance Workshops – HE and higher apprenticeship applications	Employer Encounters in Criminology	

The school policy on safeguarding 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 Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at Main Reception for display within the School Library and Sixth Form Study Area. The library containing Careers Information is available to all students at lunch and break times and our dedicated Careers Officer regularly holds drop in sessions in the Library.

Appendix 2 – Offsite provision

Work Experience opportunities:

Accessible to students from Year 10 and upwards. Students are given the opportunity for an experience of work in year 10 over two days. Students in year 12 have a week's placement. Students can access more than one placement, either local to home or local to school. There are also virtual work experience opportunities available throughout the year.