

DOVE HOUSE SCHOOL ACADEMY TRUST

Provider Access Policy

Policy Title		Provider Access Policy	
Author / Reviewer		Senior Leadership Team	
Trustee Committee		Delegated to the Headteacher	
Signed by Chris Toner (Interim Headteacher)			
Reviewed: February 2021	Approved: February 2021	Next Review: February 2022	

Aims

This policy 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

Statutory Guidance

Under Section 42B of the Education Act 1997, we have a duty to provide students in years 8-13 with access to providers of post-14, post-16 and post-18 education and training. This policy statement sets out how we manage access requests from these providers.

Student Entitlement

Students must be allowed to:

- Learn more about technical education qualifications and apprenticeship opportunities, as part of a careers programme which informs students of the full range of education and training options available to them at each transition point.

- Hear from a range of local providers about the opportunities on offer, for example, technical education and apprenticeships – this can be achieved through options evenings, assemblies, group discussions, and taster events.
- Understand how to apply to the full range of academic and technical courses available to them.

Opportunities for Access

Via our school careers programme, we offer providers numerous opportunities throughout the school year to speak to students and/or their parents. Our annual schedule of events is as follows:

	Autumn	Spring	Summer
Year 8	Open evening for local university technical colleges		
Year 9	<p>'Speed networking' event with providers and employers</p> <p>*TED: College applications (representatives of the following colleges invited: QMC/BCOT/Newbury/Alton/Sparsholt/Inclusion Hampshire)</p>	KS4 options evening	<p>*TED: Volunteering/ Post-16 Apprenticeships (NCS/ BCOT/QMC invited in)</p> <p>Futures Fair (biennial)</p>
Year 10	<p>Work experience preparation sessions</p> <p>*TED: College applications (see Year 9)</p>	College visits: QMC/BCOT (ideally this term to fit in with careers topics but arranged to suit college availability)	<p>Work experience</p> <p>*TED: Volunteering/ Post-16 Apprenticeships (see Year 9)</p> <p>Futures Fair (biennial): (see Year 9)</p> <p>Mock interviews (college providers)</p>
Year 11	Assembly about opportunities at 16: local colleges invited in.	Post-16 options evening Post-16 taster sessions	*TED: Volunteering/ Post-16 Apprenticeships (see Year 9)

	College visits: QMC/BCOT (ideally this term to fit in with careers topics but arranged to suit college availability) *TED: College applications (see Year 9)		Futures Fair (biennial): (see Year 9)
Year 12	Learners are on a specific programme to prepare them for employment rather than move them on to further education once completing with us. The course involves a wide range of employers and work placements as well as mentoring by external business people. Learners also receive varied talks from external agencies to support them in preparation for adulthood. We work with employers directly and promote apprenticeship opportunities where appropriate linking directly with colleges and external providers. Each learners' progression is individually planned for calling on the expertise of local providers where needed.		
Year 13			

(*TED: Transition and Employability drop-in sessions)

Any provider wishing to request access should contact our careers leader, Helen Lee, on 01256 351555 or via email on: h.lee@dovehouse.hants.sch.uk

Dove House School Academy agree to, where possible, advertise college open evenings and careers events on their website and Facebook page

Granting and Refusing Access Requests

We will grant access to:

- All colleges and alternative education providers offering registered courses that meet the needs of our learners.
- Known local employers offering apprenticeship schemes using Ofsted registered providers to deliver and functional skills elements and assess apprentices against the apprenticeship standards.
- Employers that agree to work with Dove House on accessibility arrangements to meet learner's needs.

We will refuse any access request that:

- Has not been approved in advance.
- Does not agree to suitably differentiate their materials, presentation or delivery to meet needs of our learners.
- We deem as inaccessible or inappropriate for our learners in their near future due to entry criteria and level of course (this does not rule out requests to raise awareness and partnership working of provisions such as universities).
- May jeopardise the safeguarding of our learners.

Premises and Facilities

Once we have approved a provider, we will work with them to identify the best method for providing access to our students. Educators and training providers will be expected to adhere to our safeguarding procedures.

We will make the school hall, classrooms and private meeting rooms available to host discussions between providers and students. We will also make presentation equipment, such as projectors and televisions, available to providers.

Arrangements will be discussed in advance between our careers leader and a nominated member of the provider's team.

Providers are welcome to leave a copy of their prospectus at reception and other relevant course literature for the parent partnership officer or the careers lead.

Links to Other Policies

Safeguarding Policy

Curriculum Policy

Careers Education and Information and Guidance

Monitoring & Review Arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by the Headteacher. This policy is reviewed annually by the Senior Leadership Team and approved by the Headteacher.