



Harton  
Academy



## Provider Access Policy

December 2019  
To be reviewed in December 2022

## 1 Introduction

This policy statement sets out the Academy'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 Academy's legal obligations under Section 42B of the Education Act 1997.

## 2 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.

## 3 Management of provider access requests

### Procedure

A provider wishing to request access should contact: Charlotte Sinnett, Careers Leader

Telephone: 0191 427 4050 ext 336; [csinnett@hartonacademy.co.uk](mailto:csinnett@hartonacademy.co.uk)

### 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	Spring Term	Summer Term
Year 8			A Year 8 careers lesson on decision making run by a local FE provider will include reference to the full range of post-16 options available to our students
Year 9		<p>In preparation for their KS4 Options choices, all students will participate in:</p> <p>Post-16 Options assemblies and question and answer sessions delivered by a 6th Form, FE Colleges and an Apprenticeship provider. These providers will also attend the Year 9 Pathways event</p> <p>An employer event, where employers are asked to reference the various pathways</p>	A Year 9 careers workshop run by a local FE provider will include reference to the full range of post-16 options available to our students

	Autumn Term	Spring Term	Summer Term
		<p>into their companies/organisations</p> <p>1-1 guidance interviews where all appropriate routes will be discussed</p>	
<b>Year 10</b>	<p>Assemblies from a range of different employers will make reference to different qualification routes for their sector</p>	<p>Year 10/11 Assembly on Apprenticeships</p> <p>Assemblies from a range of different employers will make reference to different qualification routes for their sector</p>	<p>FE Taster Talks – all students will choose to listen to two talks from a range of different FE providers including apprenticeship providers, FE colleges and an alternative 6th Form provider</p> <p>FE Taster Sessions – all students will be encouraged to attend a taster session at the local FE College</p> <p>One-to-one guidance interviews – all suitable routes will be discussed during these appointments (which parents/carers are also routinely invited to). Action plans are completed during the interviews, which contain website details for a range of different options. Details of the local open days for all FE providers are also shared with all students</p>
<b>Year 11</b>	<p>Routes to Employment – FE and Apprenticeships event. Students and parents/carers will be invited to attend an event that promotes the full range of post-16 options available including apprenticeships/technical qualifications</p> <p>One-to-one guidance interviews – all suitable routes will be discussed during these appointments (which parents/carers are also routinely invited to). Action plans are completed during the interviews, which contain website details for a range of different options. Details of the local open days for all FE providers are also shared with all Students</p>	<p>Guidance interviews continue</p> <p>Year 10/11 Assembly on Apprenticeships</p> <p>Details of specific apprenticeships are emailed directly to all Year 11 students</p>	<p>Guidance interviews continue and further emails with details of potential vacancies will be sent to students</p>

	Autumn Term	Spring Term	Summer Term
<b>Year 12</b>	<p>One-to-one guidance interviews – all suitable routes will be discussed during these appointments</p> <p>Assemblies delivered by a number of different universities</p> <p>Details of specific opportunities including apprenticeships are emailed to students throughout the year</p>	<p>A series of Post-18 assemblies, including one on apprenticeships and school leaver programmes/degree Apprenticeships and a number of assemblies delivered by different universities</p> <p>Students are encouraged to attend campus visits and residential organised by the school</p> <p>Students are encouraged to visit different open days for different post-18 providers</p> <p>Details of specific opportunities including apprenticeships are emailed to students throughout the year</p> <p>Year 12 students complete a 'careers project', where they are encouraged to consider a range of pathways for their future plans, including more work-based routes</p> <p>Guidance interviews continue</p>	<p>Guidance interviews continue</p> <p>Students are encouraged to attend campus visits and residential organized by the school</p> <p>Students are encouraged to visit different open days for different post-18 providers</p> <p>Details of specific opportunities including apprenticeships are emailed to students throughout the year</p>
<b>Year 13</b>	<p>Guidance interviews continue</p>	<p>Guidance interviews continue</p> <p>Assembly on apprenticeships delivered by ASK apprenticeships</p> <p>Details of apprenticeships/school leaver programmes/degree apprenticeships are emailed to the Year 13 students</p> <p>Additional support is given to students who have not applied to university (once UCAS deadline has passed)</p>	<p>Guidance interviews continue and further vacancy details will be emailed directly to all Year 13 students</p>

Under Academy's safeguarding policy we ask providers who will have the opportunity for regular contact with children to have a DBS check in place. They will also be subject to reasonable supervision.

#### 4 Premises and facilities

The school will make the main hall, lecture theatre, 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 with the school's Careers Leader. Students have access to this information during break and lunchtime, as well as during their 1-1 guidance interviews.