

Policy Statement on Provider Access

Ratton School: 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: Mrs Janine Peters, Assistant Headteacher for Careers Information Advice and Guidance.

Telephone: 01323 504011; Email: jpeters@ratton.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/carers:

Year	Time	Activity
Year 7	July	Game of Life
Year 8	July	Careers day: <ul style="list-style-type: none"> • University workshops • LMI Activity – Jobs of the Future
Year 9	February	Careers Fair
	February	Careers Day: <ul style="list-style-type: none"> • What's my line? • Fast Tomato • Real Cost of Living
	September – May January - March	First Generation Scholars Making Choices Programme 1 to 1 careers interviews as required
Year 10	February	Careers Fair
	June	PSHE lessons on interviews/applications/personal statements
	July	UCAS Progress profiles to be completed
	March – July	1 to 1 careers interviews as required
	July	College Taster Days
	July	First Generation Summer School
	January	Apprenticeship information session
	October - May	Young Enterprise Company Programme
Year 11	September	College Presentations/Assemblies
	October	Careers Day: Students to attend 4 from: <ul style="list-style-type: none"> • College Fair • How to present at interview workshop • Thinking of University workshop • What do employers look for (presented by Job Centre Plus) • Apprenticeships
	October – December	UCAS Progress – support with making college applications
	October – December	1 to 1 careers interviews as required
	January	Mock Job interviews
	March	NCS Assembly

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. The Resource Centre is available to students at lunch and break times.