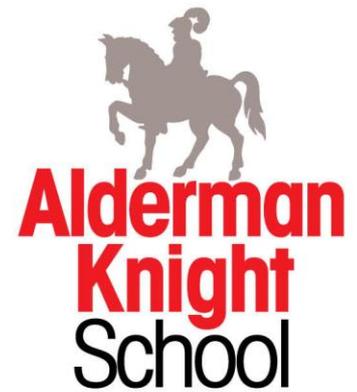


Date of review: 12th June 2018
 Reviewed by: Rachel Dickinson
 Ratified by:
 Date of next ratification:
 Next review due: June 2019



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Policy on Provider Access

How we work with other opportunity providers to ensure our pupils get information about all their post-16 options

Introduction

Alderman Knight School welcomes visits from colleges, schools and opportunity providers that can give our pupils helpful advice and information about their future options.

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 year 8-13 are entitled:

- To find out about technical education qualifications and apprenticeship 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, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

Procedure

A provider wishing to request access should contact Rachel Dickinson, Transition Manager.
 Telephone: 01684 295639 rdickinson@aldermanknight.gloucs.sch.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. The grid is an example of things we do but providers are welcome to come on other occasions if we have enough notice.

	Autumn term	Spring Term	Summer Term
Year 8	Post-16 options evening open to all pupils and parents.		
Year 9	Post-16 options evening open to all pupils and parents.	Careers-related event e.g. Cyber security day.	'Real Game' day. Local employers invited to school to support the event. Visit from the 'Preparation for Adulthood team.'
Year 10	Post-16 options evening open to all pupils and parents. Local colleges invited to pupil's EHCP meeting where appropriate.	Guest speakers to explain apprenticeships and internships. Careers related event, e.g. Cyber security day.	
Year 11	Post-16 options evening open to all pupils and parents. 'Be Real' day. Local employers invited to support this event. Local colleges invited to pupil's EHCP meetings where appropriate.	Guest speakers to explain apprenticeships and internships. Local colleges invited to talk to small groups about the differences between school and college. Pupils meet local	'Keep Safe' talk delivered by an outside agency to prepare for greater independence in the local community. Pupils meet local employers supporting an enterprise day organised by GFirst

		employers for a mock interview organised by GFirst LEP.	LEP.
Year 12	Guest speakers to talk to small groups about apprenticeships, internships and how to apply.	Guest speakers to run a workshop about applying for an apprenticeship. Local support agencies to talk about the 'Five Steps to Wellbeing programme.'	Termly visits from the county employability adviser to run workshops on CVs, applications and post-18 options.
Year 13/14	Guest speakers to talk to small groups about apprenticeships, internships and how to apply. Local support agency (Green Square) to talk to small groups about setting up home for the first time. Local agency (Purple Shoots) to talk to small group about how to set up your own business.	Small group workshops to support applying for further and higher education. 'Job Club' sessions to support on-going applications.	Termly visits from the county employability adviser from 'Forwards' to run workshops on CVs, applications and post-18 opportunities.

Premises and facilities

The school is happy to host meetings, discussions and workshops. We have a main hall and a variety of meeting rooms and classrooms with interactive whiteboards.

Providers are welcome to leave a copy of their prospectus or relevant literature for display in the school careers library.