

Wigmore 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 life skills days, assemblies, 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 Mr D Jones, Head of KS4, Telephone 01568 770323.

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 8	Year 8 assemblies		
Year 9	Year 9 assemblies		
Year 10	Life skills days focusing on: <ul style="list-style-type: none">• work experience• life beyond Wigmore	Lunchtime drop-in sessions	Key Stage 4 or year group assemblies
Year 11	Life skills days with the focus on post-16 options	'Life after GCSE' evening for students and parents	

Please speak to Mr D Jones to identify the most suitable opportunity for you.

Premises and facilities

The school will make the main hall, classrooms or our Student Support Centre 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 Head of Key Stage 4 or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature in the Student Support Centre. Resources in the Student Support Centre are available to all students at lunchtime.

Review

This policy was first introduced in January 2018 following the publication of statutory guidance 'Careers guidance and access for education and training providers' and will be reviewed in January 2019.

Person responsible

Mr D Jones, Head of KS4