

Park Lane Academy 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 purposes 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.

Student entitlement

Students in years 8-11 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.

Management of provider access requests

Procedure

A provider wishing to request access should contact the admin team on 01422 362215.

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 7		Careers Week	Enterprise Activity – Design a Theme Park
Year 8		Careers Convention Careers Week Options Talks	Speaking Confidently workshop Planning ahead – what is a career, different career routes, what motivates people to go to work

	Autumn Term	Spring Term	Summer Term
Year 9		Careers Convention Careers Week Entrepreneur workshops Business Enterprise Challenge	
Year 10	Post-16 options afternoon	Careers Convention Careers Week Entrepreneur workshops Aim Higher talks / workshops	Work Experience week Mock interviews
Year 11	Post-16 options afternoon Post-16 options talks CV Writing Personal Statements Preparing for interview	Careers Convention Entrepreneur workshops	

Please speak to our named Careers Leader to identify the most suitable opportunity for you.

The school policy on safeguarding:

<http://www.parklanelearningtrust.org/sites/default/files/attachments/Safeguarding%20%20Child%20Protection%20Policy%20SB.pdf> sets out the school's approach to allowing providers into school as visitors to talk to our students.

Premises and facilities

The school will make the main hall and/or classrooms 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 for the Careers Resource Area which is managed by the school librarian and regularly updated by the school's Careers Advisor. The Resource Centre is available to students at lunch and break times.

Approval and review

Approved [07/2/18] by Governors.