



PROVIDER ACCESS POLICY

This policy statement sets out the school's arrangement for managing the access of providers to students at Saint Martin's Catholic Academy 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.

Student Entitlement

All 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 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

A provider wish to request access should contact:-

Mrs Y Tones

Careers Leader

Telephone: 01455 212386 Ext. 217

Email: ytones@saint-martins.net

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 students and/or their parents/carers.



Year Group	Michaelmas Term	Lenten Term	Trinity Term
Year 8	Life Skills tutor group	KS4 Options Session Kudos Career Development Service Futures Event	Event for University Life Skills – assembly
Year 9	Life Skills tutor group Event for University	Futures Event Event for University Technical Colleges	
Year 10	Kudos Career Development Service	Futures Event Post 16 option providers	Post 16 options Taster World of Work Days Mock Interviews
Year 11	Post 16 option providers Kudos Career Development Service	Futures Event Post 16 option providers NCS presentation	

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

Premises and Facilities

The school will make the main hall, dining room, drama studio, 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 staff.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the School Librarian. The Resource Centre is available to all students before school, break, and lunch plus during private study time after school.

Approval and Review

Approved by Governors at Curriculum and Standards Committee

Next Review: January 2019

Signed:
Mr J Connolly, Chair of Governors

Signed:
Mr C Wright, Principal