
SAWSTON VILLAGE COLLEGE

POLICY STATEMENT ON PROVIDER ACCESS

THIS POLICY WAS APPROVED:	29 MARCH 2022
THIS POLICY WILL BE REVIEWED:	SPRING 2025
MEMBER OF STAFF WITH RESPONSIBILITY FOR REVIEW:	DAN BURGESS

Sawston Village College

Policy Statement on Provider Access



1. 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 providers' education or training offers. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

2. Pupil Entitlement

All pupils 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.

3. Management of provider access requests

Procedure

A provider wishing to request access should contact Daniel Burgess, Assistant Principal and Careers Leader; Telephone: 01223 712617; Email: dburgess@sawstonvc.org.

Any provider wishing to request access to pupils at the College should make the request at least 6 weeks in advance of the access opportunity. All requests will be considered on the basis of: the College's safeguarding obligations; staffing availability to support the activity; clashes with other planned activity; trips or visits; interruption to preparation for examinations or rooming and space availability to host the activity.

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:

	Autumn Term	Spring Term	Summer Term
Year 8	CEIAG Assemblies What's My Line Careers event	CEIAG Assemblies	Mentor Group opportunities
Year 9	CEIAG Assemblies Apprenticeship and Local Labour Market sessions	Year 9 Options process and assemblies Eyes on the Prize visit to Anglia Ruskin	Mentor Group opportunities
Year 10	Year 10 Information Evening	Work Experience assemblies The Enterprise Day	Work Experience assemblies
Year 11	CEIAG Assemblies Post-16 Information Evening Year 11 Conference Day for CEIAG	The Careers Fair The Higher Education Event	

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

4. Premises and Facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available AV and other specialist equipment to support providers' 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 in the Library, which is managed by the school librarian. The Resource Centre is available to all pupils at lunch and break times.

Policy approved by the Local Governing Body on 29 March 2022

Review: SPRING 2025