Wombourne High 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 to 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 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:

Procedure:

A provider wishing to request access should contact Stuart Coggins, Assistant Headteacher, scoggins@wombournehighschool.co.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 or their parents or carers:

Year Group	Careers Education	Timing of event
7	2 lessons a year in every subject which are career related Career Assemblies with visitors 1-2-1 interviews with form tutor	Throughout the year Throughout the year Throughout the year
8	2 lessons a year in every subject which are career related Career Assemblies with visitors 1-2-1 interviews with PSO or HOY (conducted by FT in 21/22)	Throughout the year Throughout the year Throughout the year
9	Year 9 enterprise project 2 lessons a year in every subject which are career related Career Assemblies with visitors 1-2-1 interviews with form tutor	Term 3 drop down day Throughout the year Throughout the year Throughout the year
10	Virtual Career Fayre	School website

	Onsite Careers Fayre	Term 2
	Interview skills workshop	Term 3
	Work Experience	Term 3
	Career Assemblies with visitors	Throughout the year
	1-2-1 interviews with Headteacher	Throughout the year
11	Individual careers meeting with level 6 external agency	Term 1 and 2
	Support with college applications with level 6 external agency	Term 2 and 3
	Interview skills workshop	Term 1 drop down day
	SEN Career workshop from Department of Work and Pensions	Term 1
	Career Assemblies with visitors	Throughout the year
	Onsite post 16 evening event from Post 16 providers	Term 1
12	University Guest Speakers	
	Apprenticeship show (if national guidance allows)	
	UCAS Convention (if national guidance allows)	
	UCAS Parent Information Evening	
	University Residential visit (Edge Hill) (if national guidance allows)	
	Work experience	
	Futures day	
	Post 18 Options convention (Halesowen)	
13	University Guest Speakers	
	Apprenticeship show (if national guidance allows)	
	Bespoke mock interviews	
	Student finance – parents information evening	

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

Premises and facilities

The school will make the main hall, 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 their team (year group PSO's).

 Providers are welcome to leave a copy of their prospectus or other relevant course literature in Reception, which is managed by the school admin team. All resources will be displayed in The Resource Centre in the school library which is available to all students at lunch and break times.

Approval and review:

Approved: October 2021 by Governors at Curriculum and Standards Committee

Next review: September 2022

Signed: Richard Westwood, Chair of Governors

Signed: Dr Gemma Smith, Headteacher