**Policy Statement on Provider Access**

**Ashley High School**

This policy statement has an inter-relationship with the school’s Careers Education, Information and Guidance Policy, Work Related Learning Policy, Work Experience Placements Policy and Equal Opportunities Policy.  All policies are reviewed on an annual basis by the Careers Leader and signed, approved and dated by the Head Teacher, Chair of Governors and Link Governor for CEIAG.

**Introduction**

This policy statement sets out the school’s arrangements for managing the access of providers to students 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

**Student Entitlement**

All students in Years 8 – 14 are entitled:

* to find out about the full range of options open to them at each transition point as part of a career programme. This will include information on education, training and technical education qualifications and apprenticeship opportunities.
* to hear from a range of local providers about the opportunities that they offer through Careers Days, group discussions and taster days.
* to understand how to make applications to the full range of academic and technical courses.

**Management of provider access requests**

**Procedure**

A provider wishing to request access to discuss their education and training offer should contact Vicki Banks, Careers Coordinator - Tel: 0151 424 4892 Email: vicki.banks@ashley.halton.sch.uk

**Opportunity 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. Please speak to our Careers Coordinator to identify the most suitable opportunity for you.

**Premises and facilities**

The school will make the school hall, classrooms or private meeting rooms available for discussions between the provider and students as appropriate to the activity. The school will make ICT arrangements to support provider presentations. This will be discussed and agreed in advance with the Careers Coordinator.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the school.

**Approval and review**

**Approved by Governors**:

Signed: Karl Ashton (Chair/Link Governor for CEIAG) date: 28/10/19

Signed: Linda King (Head Teacher) date: 28/10/19

**M. Jones - Next Review (date):**  September 2020