



ST MICHAEL'S CATHOLIC COLLEGE PROVIDER ACCESS POLICY 2019-20

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the college 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 8-13 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 assemblies, 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 Ms C. Sayed, Vice Principal, Telephone: 0207 237 6432 Email: contact@stmichaelscollege.org.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 and/or their parents/carers:

Year 8	During Careers and Enterprise week July. Requests to be made by April
Year 9	During Careers and Enterprise week July. Requests to be made by April Options Preparation Assembly slots in March. Requests to be made by January.
Year 10	Work experience preparation and guidance meetings: October. Requests to be made by August.

Year 11	College decision making assemblies (3) November. Requests to be made by October. Post 16 taster sessions: July.
Year 12	Spring and summer terms: Small group sessions: future education, training and employment options Summer term University Access events UCAS evening: July. Requests to be made by May.
Year 13	HE and Higher Apprenticeships applications Small group Assemblies October Apprenticeship guidance – small groups: March – May. Requests to be made by February.

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

Premises and facilities:

The college 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. Providers are welcome to leave a copy of their prospectus or other relevant course literature in the Careers section of the open learning Centre. The Open Learning Centre is available to all students at lunch and break times.

Approval and review

Approved [date] by Governors at Curriculum and Standards Committee