



Provider Access Policy

Author	MG Simpson / S King
Responsibility	All staff and the governing body
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Approved by full Board of Governors:	
Storage; (i) Electronic (ii) Hard Copy	(i) School network and on school website (ii) Policy file.
Distribution	

Introduction

This policy statement sets out Holywell 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 5-8 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

- Michael Simpson, Headteacher
Telephone: 01234 750381
Email: mgsimpson@holywellschool.co.uk
- Or Selina King, PHSCE & Careers Leader
Telephone: 01234 750381
Email: sking@holywellschool.co.uk

Opportunities for access

Providers may contact the Headteacher and/or the PHSCE & Careers directly to liaise about careers presentations. Providers may wish to be involved in supporting curriculum delivery.

Throughout the year in PHSCE, pupils cover aspects of careers guidance. These lessons and events, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers. The main Careers focus for all year groups happens in the Spring term with an off-timetable day: 'Widening Opportunities'. The Scheme of Work overview for PHSC is:

	Autumn Term	Spring Term	Summer Term
Year 5	<ul style="list-style-type: none">• Introduction to PSHCE• Legal ages• Self-worth• Being a good citizen• Desert Island (inc. trading game)	<ul style="list-style-type: none">• Widening Opportunities• Protective Behaviours• Developing Key Skills• Financial Capability	<ul style="list-style-type: none">• Keeping Healthy• Growing Up• Relationships Education
Year 6	<ul style="list-style-type: none">• This me• Dream reports and Goal Setting• Planet Zargon: Shaping Laws and Democracy• What is Bullying and how can we help?• Personal and Road Safety• E-safety	<ul style="list-style-type: none">• Widening Opportunities• Protective Behaviours• Financial Capability	<ul style="list-style-type: none">• Relationships Education• Sex Education: Puberty• Drugs – making choices
Year 7	<ul style="list-style-type: none">• Making a difference• Local Community• Global Community• Children's Rights• Internet Safety	<ul style="list-style-type: none">• Widening Opportunities• Protective Behaviours• First Aid• Finance	<ul style="list-style-type: none">• Relationships Education• Sex Education: Puberty• Relationships• Influences• Alcohol
Year 8	<ul style="list-style-type: none">• What kind of a person am I?• Respecting others• Homelessness• Human Rights• Democracy and Voting	<ul style="list-style-type: none">• Widening Opportunities• Protective Behaviours• First Aid• Banking	<ul style="list-style-type: none">• Relationships and Sex Education (inc. Contraception; STIs, Relationships)

Premises and facilities

The school will make the MacFarlan Room / the Gym, 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 Library, which is managed by the school librarian. The Library (with Careers resources) is available to all students at lunch and break times.