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**Daubeney Academy 01/09/18**

## **Provider Access Policy**

Version: CMAT – pending Board approval:

## Context

Under Section 42B of the Education Act 1997, as of 2 January 2018, we have a duty to provide pupils in years 8-13 with access to providers of post-14, post-16 and post-18 education and training. This policy statement sets out how we manage access requests from these providers.

## What are pupils entitled to?

Pupils must be allowed to:

- Learn more about technical education qualifications and apprenticeship opportunities, as part of a careers programme which informs pupils of the full range of education and training options available to them at each transition point.
- Hear from a range of local providers about the opportunities on offer, for example, technical education and apprenticeships – this can be achieved through options evenings, assemblies, group discussions, and taster events.
- Understand how to apply to the full range of academic and technical courses available to them.

## Who handles our access requests?

Any provider wishing to request access should contact our Careers Leader, [Katie May](mailto:kmay@daubaneyacademy.co.uk) on telephone number 01234 400111 or via email on: [kmay@daubaneyacademy.co.uk](mailto:kmay@daubaneyacademy.co.uk)

## What opportunities are provided to allow access to pupils?

Via our academy careers programme, we offer providers numerous opportunities throughout the academy year to speak to pupils and/or their parents. Our annual schedule of events is as follows:

YEAR	AUTUMN	SPRING	SUMMER
7 & 8	<ul style="list-style-type: none"><li>• Careers questionnaire</li></ul>	<ul style="list-style-type: none"><li>• Careers morning</li></ul>	<ul style="list-style-type: none"><li>• External careers advisor interview</li><li>• Take your child to work day</li></ul>
9	<ul style="list-style-type: none"><li>• Careers questionnaire</li><li>• Careers morning</li><li>• PSHE lessons – employability skills</li></ul>	<ul style="list-style-type: none"><li>• KS4 Options Evening</li></ul>	<ul style="list-style-type: none"><li>• External careers advisor interview</li><li>• Take your child to work day</li></ul>
10	<ul style="list-style-type: none"><li>• Careers questionnaire</li><li>• Careers Fair</li></ul>	<ul style="list-style-type: none"><li>• Apprenticeship workshop</li></ul>	<ul style="list-style-type: none"><li>• CV workshop</li><li>• Work Experience</li><li>• External careers advisor interview</li></ul>
11	<ul style="list-style-type: none"><li>• Assemblies about opportunities at 16</li></ul>	<ul style="list-style-type: none"><li>• Meetings with post-16 providers</li></ul>	<ul style="list-style-type: none"><li>• External careers advisor interview</li></ul>

## Who should providers contact to discuss events and options?

Providers can speak to our Careers Leader, [Katie May](#), to discuss possible attendance at relevant events.

Our **Child Protection and Safeguarding Policy** and **Guest Speaker Policy** [you may wish to link to these policies] set out the academy's approach to allowing providers into the academy to speak to our pupils.

## What are the rules for granting and refusing access requests?

**All request will be given individual consideration.**

- Give a minimum of two weeks notice in writing of a request to attend a particular event
- Provider's are recognised by the DfE as an establishment that is licensed to provide educational services to young people.
- Any provider must abide by all relevant academy policy

## What can providers expect once a request has been accepted?

Once we have approved a provider, we will work with them to identify the best method for providing access to our pupils.

We will make the academy hall, classrooms and private meeting rooms available to host discussions between providers and pupils. We will also make presentation equipment, such as projectors and televisions, available to providers.

Arrangements will be discussed in advance between our careers leader and a nominated member of the provider's team.

## Can providers leave prospectuses for pupils to read?

Providers are welcome to leave a copy of their prospectus and other relevant course literature [marked for the attention of Katie May, Careers Lead at the Academy reception](#) .

## Approval and review

This policy statement was approved by the **governing board's curriculum and standards committee** on **date**.

The next review will take place on **date**.

Signed: \_\_\_\_\_ **Chair of Governors**

Signed: \_\_\_\_\_ **Headteacher**