

## **Bassingbourn Village College: 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 purposes 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. This statement also forms part of the school's wider Curriculum policy.

### **Student entitlement**

Students in years 8-11 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 evenings, 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 Rebecca Hields, Assistant Principal (Transition & Curriculum). Depending on the type of request, the provider's information may be passed on to Form the Future (<https://www.formthefuture.org.uk/>), the company that organises many of the larger careers events held in school.

Telephone: 01763 242344; Email: rhields@bassingbournvc.net

### **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:

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 8</b>	Enterprise activity Careers workshops	Options events Subject group opportunities Careers workshops	Life skills – assembly and subject group opportunities Careers workshops
<b>Year 9</b>	'Speed Networking' event with providers and employers	Careers workshops Subject group opportunities	Life skills – assembly and subject group opportunities Careers workshops

	Autumn Term	Spring Term	Summer Term
	Careers workshops		
<b>Year 10</b>	Careers workshops  Subject group opportunities	Life skills – CV writing  Careers carousel  Careers workshops	Post 16 taster sessions  Careers workshops  Subject group opportunities
<b>Year 11</b>	Post 16 evening  Post 16 taster sessions	Mock interviews	

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

The school policy on safeguarding (<http://www.bassingbournvc.net/parents/policies/>) sets out the school's approach to allowing providers into school as visitors to talk to our students.

### 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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Library in the Hive. The Hive is available to all students at lunch and break times.

### Approval and review

Approved on: 17<sup>th</sup> May 2018 by LGB

Next review:

Signed:

Chair of Governors

Head teacher