

Poole Grammar School	Policy – Legally Required	PGS/P/37 A
Provider Access Policy		Issue 1
		January 2018

1. Introduction

This policy statement sets out the 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.

2. 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 options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

3. Management of provider access requests

a) Procedure

A provider wishing to request access should contact **Mark Hannington, Careers and HE Advisor** on telephone: **01202 692132 x268**, email: **careers@poolegrammar.com**.

b) 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 group	Autumn term	Spring term	Summer term
Year 8	Careers convention; PSHE*, assembly and tutor group talk opportunities.	PSHE, assembly and tutor group talk opportunities.	PSHE, assembly and tutor group talk opportunities.
Year 9	Careers convention; PSHE, assembly and tutor group talk opportunities.	Year 9 options talk.	PSHE, assembly and tutor group talk opportunities.
Year 10	Careers convention; PSHE, assembly and tutor group talk opportunities.	PSHE, assembly and tutor group talk opportunities.	PSHE, assembly and tutor group talk opportunities.
Year 11	Careers convention; Post 16 options evening; PSHE, assembly and tutor group talk opportunities.	PSHE, assembly and tutor group talk opportunities.	
Year 12	Careers convention; PSHE, assembly and tutor group talk opportunities.	Post Year 13 options evening.	PSHE, assembly and tutor group talk opportunities.
Year 13	Careers convention; PSHE, assembly and tutor group talk opportunities.	PSHE, assembly and tutor group talk opportunities.	

*Personal Social Health and Economic education lessons

4. Premises and facilities

The school will make a suitable venue available for discussions between the provider and students, as appropriate to the activity. The school will also make available AV and other specialist equipment as reasonably required to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers and HE advisor or a member of the pastoral or support staff teams.

Providers are welcome to leave a copy of their prospectus or other relevant course literature in the careers library and/or the school library, which is accessible to students before school, at break time, at lunchtime and after school.

Author	Steven Jenkins / Mark Hannington	January 2018
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Next review		January 2019