



Provider Access Policy Statement

Approved by Local Governing Body

Chair of Governors: John Garner

Date December 2023

Review date: December 2024

1. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in Years 7 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

This is outlined in section 42B of the Education Act 1997.

2. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

3. Student entitlement

All students in Years 7 to 13 at Ruislip High School are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships, eg. through activities and events such as options events, assemblies, careers days and taster events
- Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact Jamie Shelley, Assistant Headteacher and Careers Leader.

Telephone: 01895464064

Email: office@ruisliphigh.org.uk

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/guardians:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 7	Opportunities for Providers to lead workshops / activities Opportunities for Providers to lead workplace visits Careers, apprenticeships and future plans assembly	Tutorial programme - Aspirations Opportunities for Providers to lead workshops / activities Opportunities for Providers to lead workplace visits	Careers Day Opportunities for Providers to lead workshops / activities Opportunities for Providers to lead workplace visits

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	<p>Cultural Studies curriculum – Life Decisions</p> <p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p> <p>Careers, apprenticeships and future plans assembly</p>	<p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p>	<p>Cultural Studies curriculum – The Real Game</p> <p>Tutorial programme - Life Choices</p> <p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p> <p>Careers Day</p>
YEAR 9	<p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p> <p>Careers, apprenticeships and future plans assembly</p>	<p>KS4 options event</p> <p>Tutorial programme - Careers</p> <p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p>	<p>Cultural Studies curriculum – Life Decisions</p> <p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p> <p>Careers Day</p>
YEAR 10	<p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p> <p>Careers, apprenticeships and future plans assembly</p>	<p>Opportunities for Providers to lead workshops / activities</p>	<p>Tutorial programme - Post-16 Options</p> <p>Careers Day</p>
YEAR 11	<p>Post-16 options evening</p> <p>Tutorial programme - Careers and Goal-Setting</p> <p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p> <p>Careers, apprenticeships and future plans assembly</p>	<p>Post-16 taster sessions</p> <p>Weekly study group - Careers</p>	<p>After the examination period:</p> <p>Opportunities for Providers to lead workplace visits</p> <p>Opportunities for Providers to lead workshops / activities</p>

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 12	<p>Speakers Programme: future education and training options</p> <p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p> <p>Careers, apprenticeships and future plans assembly</p>	<p>Tutorial programme - World of Work</p> <p>Speakers Programme: future education and training options</p> <p>Post-18 options evening</p> <p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p>	<p>Tutorial programme - What's Your Purpose?</p> <p>Speakers Programme: future education and training options</p> <p>Careers Day (with a focus on post-18 options)</p> <p>Work experience programme</p>
YEAR 13	<p>Post-18 taster sessions</p> <p>Opportunities for Providers to lead workshops / activities</p> <p>Opportunities for Providers to lead workplace visits</p> <p>Careers, apprenticeships and future plans assembly</p>	<p>Post-18 taster sessions</p> <p>Opportunities for Providers to lead workshops / activities</p>	<p>After the examination period:</p> <p>Opportunities for Providers to lead workplace visits</p> <p>Opportunities for Providers to lead workshops / activities</p>

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

4.3 Granting and refusing access

Access to students is dependent on the following:

- Safeguarding measures – if the school's DSL deems it is not safe or appropriate, access will not be granted;
- Health & Safety compliance – the provider must adhere to the school's health and safety requirements in order to be granted access;
- The demands of the curriculum - in order to be granted, access must be arranged at a time that is suitable within the school's planned curriculum.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors. This policy is published on the school website.

Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

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. The school will make a suitable space available for discussions between the provider and students, as appropriate to the activity. The school will also make available ICT 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 with the Careers Leader so that they can be displayed in the Learning Resource Centre and/or the Sixth Form Study Rooms. All students have access to at least one of these spaces.

5. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Jamie Shelley, Assistant Headteacher and Careers Leader.

This policy will be reviewed by Jamie Shelley, Assistant Headteacher and Careers Leader, annually.

At every review, the policy will be approved by the governing board.