

Provider access policy statement

Queen Elizabeth Grammar School, Penrith



Approved by:	Paul Buckland	Date: 13/01/22
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1. 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

2. 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 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#).

This policy shows how our school complies with these requirements.

3. Student entitlement

All students in years 8 to 13 at Queen Elizabeth Grammar 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, e.g. through activities and events such as options events, assemblies 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 Sarah Nohavicka, Assistant Headteacher.

Telephone: 01768 864621

Email: snohavicka@qegs.cumbria.sch.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/carers:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	NA	NA	Careers Fair Careers Assemblies: What do I want from my job in the future?
YEAR 9	NA	NA	Careers Fair Careers Assemblies: How can we challenge stereotypes? Tutor sessions: Where could my subject take me?
YEAR 10	NA	NA	Careers Fair Careers Assemblies: What are my different options? How do I know what is right for me?
YEAR 11	Citizenship Day 1: Post-16 options	Citizenship Day 2: Applying for jobs	Careers Fair
YEAR 12	Lecture: Apprenticeships, College, University	HE Applications Lecture: Apprenticeships, College, University	Careers Fair HE Applications
YEAR 13	Lecture: Apprenticeships, College, University	Lecture: Apprenticeships, College, University	Lecture: Apprenticeships, College, University

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

These events will run in line with our school's COVID-19 safety measures, and will depend on national restrictions at the time.

4.3 Granting and refusing access

All requests for access should be made to the Careers Leader. Contact via email at snohavicka@qegs.cumbria.sch.uk.

Access will be refused to anyone wanting to share controversial or extremist views. The Headteacher will make the final decision regarding this.

We would ask people to have a negative lateral flow test before coming on to site.

4.4 Safeguarding

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

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

4.5 Premises and facilities

- Providers will be able to use the hall, classrooms and ICT facilities. If they wish to use ICT facilities, they will need to sign the ICT user agreement in the online safety policy below. Material will need to be checked by the Careers Lead in advance.

- › Contact the Careers Lead to organise facilities.
- › Providers are welcome to leave prospectuses and other material for students to read.
- › It is expected that all visitors to the site will adhere to the COVID-19 safety measures.

5. Links to other policies

Outline any links to other policies you have, such as:

- › [Safeguarding/child protection policy](#)
- › [Online Safety policy](#)

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Sarah Nohavicka.

This policy will be reviewed by Paul Buckland, Headteacher

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