The Chalfonts Community College

Provider access policy statement

2022-2023

Approved by:	RFL Committee	**Date:** 22 March 2022
Last reviewed on:	March 2022	
Next review due by:	September 2023	

Contents

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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 7 to 13 at The Chalfonts Community College are entitled to:

   i.   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

   ii. 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, webinars, assemblies and taster day events

   iii. 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:

   I.   Mrs Christine Sanders, Leader of Employability, Tel: 01753 881629 Email: christinesanders@chalfonts.org

   II. Mr Imran Vahora, Assistant Principal, Tel: 01753 881609 Email: imranvahora@chalfonts.org

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:

	ACTIVITIES	ALL YEAR GROUPS	
YEAR 7	Career insight talks Introduction to careers and employability in assemblies & form groups	PSHCE lessons – Getting Life Ready skills for the future	
YEAR 8	Career insight talks Career games and skills Introduction to Unifrog tool		
YEAR 9	Support for GCSE options Activities on Unifrog Exercises in Tutor time about subject preferences Subject Treasure Hunt University visits	Assembly presentations	
YEAR 10	Preparing students for work experience in assemblies & form groups 1 week of work experience Post 16 pathways Y10 Options webinars	Career insight talks National Careers week	
YEAR 11	Employability Skills day for year 11 cohort; careers fair, interviews, workshops Post 16 options	National Apprenticeship week	
YEAR 12	Apprenticeship presentations Workshops; CVs, interview skills, LInkedin, Assessments Centres 6th form Options webinars	Careers in the curriculum support	
YEAR 13	6th form Options webinars	Careers Fairs	

Please contact Christine Sanders (christinesanders@chalfonts.org) or Imran Vahora (imranvahora@chalfonts.org) 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

Access to students will be granted or refused based on case-by-case basis. If students are engaged in important (non-negotiable) activities, access will not be granted, such as during:

I.   Exams (internal/External) season

II.   Work experience week

III.   Sports days

This is not an exhaustive list.

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

The Chalfonts Community College will make available:

i.   The Main Hall or Gym

ii.   Classrooms

iii.   Meeting rooms

for discussions between the provider and students, as appropriate to the activity. The College 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 christinesanders@chalfonts.org and the Site Team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature for the careers library which is situated within our Learning Resource Centre. The Learning Resource Centre is available to students at lunch, break times and after school.

5. Links to other policies

i.   Safeguarding/child protection policy:

ii.   Careers guidance policy (Links need to be added)

iii.   Health & Safety (links need to be added)

iv.   COVID-19

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Mrs Whitehead, Principal. This policy will be reviewed by Imran Vahora [Assistant Principal] annually. At every review, the policy will be approved by the governing board.

Signed: ……………………………………… Chair of Governors   Date: ………………………………

Signed: ………………………………………Principal   Date: ………………………………

History

Date	Issue	Status	Comments
March 2022		Amendment Addition Amendment Addition	Change of titles sections 1,3,6 2. Statutory Requirements 4.2 Updated 5. Links to other policies