

Chalfonts Community 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 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.

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 option events, 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: Andrea Gilbey, Learning Research Centre, Chalfonts Community College, Narcot Lane, Chalfont St Peter, SL9 8TP Direct Line: 01753 881744 andrealgilbey@chalfonts.org

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.

Yr Group	Autumn Term	Spring Term	Summer Term
Year 8	The exploration of work roles and career pathways. Assembly and tutor group opportunities.	GCSE Option Day Event: linking subject areas to specific job roles with an emphasis on STEM subjects. Introduction to Fast Tomato – subject choices, career choice exploration.	
Year 9	University visits. Development of presentation skills – assembly opportunity.	Discussion about stereotypes in job roles – assembly, tutor group opportunities.	Introduction of vocational courses. Invitation for local colleges to deliver presentation to targeted students.

Year 10	Work Experience. Employers invited to discuss opportunities and expectations. Assembly and tutor group opportunities	Interview techniques in preparation for work experience. Assembly, tutor group & workshop opportunities.	Preparation for world of work. Health & safety in the workplace. Assembly, tutor group opportunities.
Year 11	Employability Skills Day. Careers fair, career related workshops, apprenticeship skills, applying to university. 1:1 interviews. Opportunities for employers, training providers, universities, apprenticeship support.	Post 16 Taster Sessions. Local college fair – training providers, apprenticeship support.	
Year 12	Yr12 Induction Day. – team building.	Introduction to 'personal development week'. Discussion on the benefits of voluntary work, work experience, development of research skills.	Introduction to the UCAS process. Main cohort presentation. Assembly presentation on apprenticeships.
Year 13	Further exploration into Higher / degree apprenticeships. Research into courses and universities. Completing personal statements.	Raising awareness of specific Higher/Degree level apprenticeships. Workshop opportunities: Interview Skills, CV Preparation and Assessment Centre Skills.	

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

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 audio visual 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 Resource Centre, which is managed by the school librarian. The Resource Centre is available to all students at lunch and break times.

Approval and Review

Approved on (*date*) by Governors at Curriculum and Standards Committee

Next Review: (*date*)

Signed:..... Chair of Governors

Signed:..... Principal