



Provider Access Policy

Willenhall E-ACT Academy

Document provenance

This policy was approved as follows –	
Jane Millward, Deputy Chief Executive	Date: January 2018
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ELT Owner: Deputy Chief Executive	Author: Andrew Mackereth, RED Daventry

Provider Access Policy

1. Introduction and purpose

- 1.1 This policy statement sets out the academy's arrangements for management the access of providers to pupils at the academy for purposes of giving them information about the provider's education or training offer.

2. Scope

- 2.1 This policy applies to all staff and students at Willenhall E-ACT Academy and to any providers wishing to request access.

3. Legislation and regulation

- 3.1 This policy complies with our legal obligations under Section 42B of the Education Act 1997.

4. Student entitlement

- 4.1 Students 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 evenings, assemblies and group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

5. Management of provider access requests

Procedure

- 5.1 A provider wishing to request access should contact:

Mrs Louise Betteridge , Careers Co-Ordinator ,

Telephone: 01902 368221 ; Email: lbetteridge@willenhalle-actacademy.org.uk

Opportunities for access

- 5.2 A number of events, integrated into the academy careers programme, will offer providers an opportunity to come into the academy to speak to pupils and/or their parents:

YR	FOCUS	EVENT THEMES	DATE
8	CAREERS	Barclays Life Skills	AUT1
8		DWP Workshops – Careers Wheel	AUT1
8		Careers Fair	AUT 2
		Coventry University visit	SUM 1
9	CAREERS & ENTERPRISE	Barclays Life Skills	AUT1
9		Careers Fair	AUT 2
9		Skills Show – NEC	AUT 2
9		DWP CV workshop	SPR 1
9		Apprenticeships Assembly	SPR 1
9		Big Bang Fair	SPR 2
9		Your STEM	SPR 2
9		Newman University visit	SUM 1
9		Careers Speed Network Event	SUM 1
9		University of Birmingham visit	SUM 1
9		Oxford University visit	SUM 1
9		Employer Support Session	SUM1
10	ASPIRATIONS	Barclays Life Skills	AUT1
10		Careers Audit	AUT 1
10		DWP mock interview preparation	AUT 1
10		Police careers workshop	AUT 1
		Careers Fair	AUT 2
10		Aspire to HE – positively MAD workshops	AUT 2
10		Skills Show – NEC	AUT 2
10		DWP W Ex workshops	AUT 2
10		PWC workshop	AUT 2
10		Big Bang Fair	SPR 2
10		Apprentice Show	SPR 2
10		Skills Apprentice shop	SPR 2
10		Work Experience Week	SUM 1

10		University of Birmingham visit	SUM 1
10		Practice Interviews	SUM 1
		Aston University medical workshops	SUM 2
11	INDIVIDUAL CAREER GUIDANCE	Individual IAG Meetings – Every student receives an interview by a CEIAAG qualified professional, looking at learning and career pathways from KS5 onwards.	Autumn 1 and throughout
11		DIRECT GUIDANCE students receive guidance from LBE, SLT & Form Tutors.	Autumn 1 and throughout
		Barclays Life Skills	AUT1
		Careers Assembly with careers advisor	AUT 1
		University/Apprentice show	AUT 1
		In-Comm apprenticeship assembly	AUT 1
		Steps to progress (NEET)	AUT 1
		Police careers workshop	AUT 1
		Football Academy assembly	AUT 1
		RONI (NEET)	AUT 1
		PWC workshop	AUT 1
		Apprenticeships assembly	AUT 1
		Birmingham University Achieve conference	AUT 1

6. Premises and facilities

- 6.1 The academy will make the main hall, classrooms, Community Hub or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The academy 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 or a member of their team.
- 6.2 Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Office, for sharing in the school library. The library is available to all students at lunch and break times.

7. Responsibilities

- 7.1 The following responsibilities apply in relation to this policy:
- Deputy Chief Executive has overall accountability for this policy.
 - Deputy Chief Executive – has overall responsibility for ensuring implementation and compliance within all E-ACT secondary academies.
 - Regional Education Directors – have delegated responsibility for implementation and compliance within their regions.
 - Headteachers – have responsibility to ensure that the policy is fully implemented in their academy and that provisions in other policies, such as Visit Speaker policy are adhered to.
 - Teachers – have a responsibility to ensure that students have sufficient access to visiting providers as part of a planned programme of CEIAG activities.

- All staff – have a responsibility to cooperate fully with the provisions of this policy.

8. Approval and review

- 8.1 This policy will be reviewed annually by the academy and approved by the Regional Education Director.