

Our Lady and St Chad Catholic Academy

External Provider Access Policy

Rationale

This policy statement sets out the Academies arrangements for managing the access of external 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 education qualifications and apprenticeship 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 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:

Mr R Hilditch

(Assistant Principal, Careers Leader, Telephone: 01902 558250;
Email: rhilditch@olscmail.org.uk)

Opportunities for access

A number of events, integrated into the academy careers programme, will offer providers an opportunity to come into academy to speak to pupils and/or their parents/carers. Namely careers fairs and option evenings. However other more bespoke sessions can be arranged by speaking to the Careers Leader named above.

Premises and facilities

The academy will make the main hall, classrooms or private meeting rooms available for discussions between the providers 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 Ladder or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers section of the library, which is managed by the school librarian. The library is available to all students at lunch and break times.

Safeguarding

Schools and colleges are not entitled to require a Disclosure and Barring Service (DBS) check for a visitor who is in the school for a "one-off" visit. However external providers must either be escorted by a teacher at all times whilst on site or provide evidence of a current enhanced DBS check on the day of arrival. All visitors must be by appointment only.

Approval and review

Date established by governing body:
June 2021

Date for full implementation:
Immediately

Date for review:
Summer Term 2022

Signed:

[Mr R Morgan] Chair of Governors

[Miss L Craig] Principal

[Mr R Hilditch] Careers Leader