

## **St Crispin's School: 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 purposes 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.

### **Student entitlement**

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, careers fayres and attendance at 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 *Amy Hollands, Work Related Learning Coordinator*

Telephone: 01189781144 Email: [hollandsa@crispins.co.uk](mailto:hollandsa@crispins.co.uk)

### **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:

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 8</b>	Science Club/Robotics Clubs	Careers Focus Day: <ul style="list-style-type: none"> <li>• Introduction to soft employability skills and improving self-confidence.</li> </ul>	Year 8 visit Big Bang Fayre: <ul style="list-style-type: none"> <li>• Opportunity to explore STEM</li> </ul>

	Autumn Term	Spring Term	Summer Term
		<ul style="list-style-type: none"> <li>Students introduced to how their online presence can affect their career.</li> <li>Students will have the opportunity to interview real life local employers and learn about the local job market.</li> </ul>	careers and meet STEM employers.
<b>Year 9</b>	Fast Tomato <ul style="list-style-type: none"> <li>Online career planning platform 'Fast Tomato'. This allows them to match strength and interests to careers.</li> </ul>	KS4 options evening	Maths Challenge <ul style="list-style-type: none"> <li>All students participate in a Maths day with Ringwood which allows them to understand employability skills and different careers.</li> </ul>
<b>Year 10</b>	Adviza <ul style="list-style-type: none"> <li>Careers advice offered – 1-2-1 for all Year 10 students</li> </ul> Bright Futures <ul style="list-style-type: none"> <li>Employability and Team work soft skills focus day.</li> </ul>	CV Tutor Time <ul style="list-style-type: none"> <li>CV Writing workshops delivered by tutors.</li> </ul>	Young Enterprise CV and Employability workshop and focus day: <ul style="list-style-type: none"> <li>Students draft CV</li> <li>Students learn basic application process for jobs</li> <li>Students experience a job interview</li> </ul> Wokingham Federation Career's Fair <ul style="list-style-type: none"> <li>Students to meet local business for advice and information</li> </ul>

	Autumn Term	Spring Term	Summer Term
<b>Year 11</b>	KS5 Options Evening	Adviza <ul style="list-style-type: none"> <li>Follow up appointments offered by Adviza upon request</li> </ul>	Taster Sessions  Post 16 taster classes available in all subject areas.
<b>Year 12</b>	Personal Statement Workshop <ul style="list-style-type: none"> <li>In the Spring students take part in a Personal Statement workshop delivered by University of Surrey</li> </ul> Apprenticeship Talks <ul style="list-style-type: none"> <li>These are led by local/national/multi-national companies (National Grid/Microsoft/HP Enterprise) and outline some of the types of apprenticeship programmes available.</li> </ul>	Independent Learning Conference. <ul style="list-style-type: none"> <li>Students provided morning's conference on independent learning skills. This will help support the transition from school to further education.</li> </ul>	WEX <ul style="list-style-type: none"> <li>Work experience available to all students upon request.</li> </ul>
<b>Year 13</b>	UCAS Tutor Workshops <ul style="list-style-type: none"> <li>Throughout the application period – UCAS talks and 1-2-1 help provided by tutors</li> </ul>		

	Autumn Term	Spring Term	Summer Term
	WEX <ul style="list-style-type: none"> <li>• Work experience available to all students upon request</li> </ul>		

Please speak to our named Work Related Learning Coordinator to identify the most suitable opportunity for you.

Our policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our students.

### **Premises and facilities**

The school will provide an appropriate space for discussions between the provider and students, and within the constraints of the school calendar and timetable. The school will not always be able to make available AV and other specialist equipment to support provider presentations but will do where this where at all possible. This detail and all practical arrangements 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 in the careers section of the school library, which is managed by the Work Related Learning Coordinator. This is available to all students through the school day.

### **Approval and review (awaiting approval)**

Approved *[date]* by Local Advisors at Curriculum and Pastoral Committee

Next review: *[date]*

Signed: *[name]* Chair of Local Advisors

*[name]* Head teacher