

Marjory Kinnon School

Provider Access Policy Statement

July 2018



Marjory Kinnon – Provider Access Policy Statement

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1. Aims

This policy statement aims to set out Marjory Kinnon 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. Pupil Entitlement

All students in Years 8 to 13 at Marjory Kinnon School are entitled to:

- 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.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships.
- 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 Mrs Pelikan, Assistant Headteacher (Secondary), telephone: 0208 890 2032, email: kpelikan@marjorykinnon.hounslow.sch.uk

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:

	Autumn Term	Spring Term	Summer Term
Year 8	Life Skills Scheme of Work incorporating Employability Skills delivered by class teachers.	Life Skills Scheme of Work incorporating Employability Skills delivered by class teachers.	Life Skills Scheme of Work incorporating Employability Skills delivered by class teachers.
Year 9	Life Skills Scheme of Work incorporating Employability Skills delivered by class teachers.	Life Skills Scheme of Work incorporating Employability Skills delivered by class teachers.	Life Skills Scheme of Work incorporating Employability Skills delivered by class teachers. Annual Review meeting with parents/carers and the young person to discuss Post-16 options and provision.
Year 10	Life Skills Scheme of Work incorporating Employability Skills delivered by class teachers.	Individual interviews/sessions with the LA Connexions Advisor re: Post-16 options. Annual Review meeting with parents/carers and the young person to discuss Post-16 options and provision.	Life Skills Scheme of Work incorporating Employability Skills delivered by class teachers.
Year 11	Individual interviews/sessions with the LA Connexions Advisor re: Post-16 options. Annual Review meeting with parents/carers and the young person to discuss Post-16 options and provision.	Mock Interview workshops. Employability workshops. Work experience. Transition support.	Summer Extension Programme – Work Experience and Employability Skills. Small group sessions: future education, training and employment options.

	Applications to Post-16 schools and colleges written as part of Life Skills programme.		Scheduled transition days.
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Providers are invited to speak to Mrs Pelikan to identify a suitable opportunity at the above events.

4.3 Granting & Refusing Access

What are the rules for granting and refusing access requests?

We will grant access requests that meet the following criteria:

- Requests from Ofsted registered 16-19 providers.
- That are reasonable and do not impact on existing educational provision for our students.
- That are appropriate and able to meet our students' needs.

4.4 Safeguarding

Our Safeguarding 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 & Facilities

What can providers expect once a request has been accepted?

- Once we have approved a provider, we will work with them to identify the best method for providing access to our students.
- We will make the school hall, classrooms and meeting rooms available to host discussions between providers and students. We will also make presentation equipment, such as projectors and interactive boards, available to providers.
- Arrangements will be discussed in advance between Mrs Pelikan and a nominated member of the provider's team.

Can providers leave prospectuses for students to read?

Providers are welcome to leave a copy of their prospectus and other relevant course literature with Mrs Pelikan.

5. Links to other Policies

- Safeguarding Policy.

6. Monitoring Arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Mrs Pelikan, Assistant Headteacher (Secondary).

This Policy will be reviewed and approved annually by the Teaching & Learning/ Curriculum Committee.