

Policies & Procedures

Policy Statement on Access to Providers of Technical Education and Apprenticeships

Date policy approved	Spring 2018
Approving body	Principal
Next review date	Spring 2021
Previous review date	



**Bishop
Young**
CHURCH OF ENGLAND
ACADEMY

Part of



Introduction

This policy statement sets out the academy's arrangements for managing the access of providers to students at the academy for the purposes of giving them information about the provider's education or training courses/opportunities. This complies with the academy'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 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;
- 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.

Management of provider access requests

Procedure

A provider wishing to request access should contact: Melanie Craven, Careers Advisor

Telephone: 0113 273 9168 Email: mcraven@bishopyoungacademy.co.uk

Opportunities for access

A number of events in the academy's careers programme will offer providers an opportunity to come into the academy to speak to students and/or their parents:

	Autumn Term	Spring Term	Summer Term
Year 8		Options Evening PSHCE drop down	
Year 9	PSHCE drop down	PSHCE drop down	PSHCE drop down Careers Fair
Year 10	PSHCE drop down Assembly Employer talks	Mock interviews PSHCE drop down	Taster Days Careers Day Careers Fair
Year 11	PSHCE drop down	PSHCE drop down Enrichment Assembly	PSHCE drop down Careers Fair
Year 12			
Year 13			

Premises and facilities

The academy will make the main hall, classrooms or other rooms available for discussions between the provider and students, as appropriate to the activity. The academy will also make available AV and other equipment to support provider presentations.

This will all be discussed and agreed in advance of the visit with the Careers Advisor or a linked member of staff.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the academy, for library and other display, or distribution by the academy librarians and careers staff. The library is available to all students during the day, at lunch and break times and before and after school.

Safeguarding

The academy policy on Safeguarding sets out the academy's approach to allowing providers into the academy as visitors to talk to our students.