

# Notre Dame High 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 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 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 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 Mrs Caron Allison, Careers Leader.

Telephone: 0114 2302536; Email: callison@notredame-high.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/carers:

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
Year 8	Information Evening	Options taster day	
Year 9	Information Evening		

Year 10	Information Evening Enrichment Day careers activities		PSHE sessions
Year 11	Information Evening Enrichment Day Post 16 choices	Enrichment Day careers activities	
Year 12	Information Evening	Enrichment Day Careers carousel	Enrichment Day Careers activities
Year 13	Information Evening	Enrichment Day Careers activities	

In addition dates of providers open days and events are advertised to our students through; notice boards, Post 16 newsletters and Show My Homework.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

### **Premises and facilities**

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school 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.

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

### **Approval and review**

Approved by Governors at Curriculum and Welfare Committee: 09.06.21

Next review: June 2023



Signed: Chair of Governors



Mr S Davies, Head teacher