



Appendix to Provider Access Policy March 2019

Office use

Published: March 2019	Next review: March 2020	Statutory/non: Statutory	Lead: Paul Simpson, Executive Assistant Principal
Associated documents:			
Provider Access Policy		http://dalp.org.uk/documents/Policies/ProviderAccess.pdf	
Links to:			



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1 Management of provider access requests

1.1 Policy

This appendix should be read in conjunction with the Diverse Academies Learning Partnership <http://dalp.org.uk/documents/Policies/ProviderAccess.pdf>

1.2 Procedure

A provider wishing to request access should contact:

Mr Julian Bingham, Careers Leader
Phone: 0115 9635667 ext 124
Email: jbingham@nationalce-ac.org.uk

2 Opportunities for access

A number of events, integrated into the academy 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 7	Assembly and tutor group opportunities Enrichment visits can be arranged	Assembly and tutor group opportunities Enrichment visits can be arranged KS3 Parents Evening	Assembly and tutor group opportunities Enrichment visits can be arranged Careers Fair
Year 8	Assembly and tutor group opportunities Enrichment visits can be arranged KS3 Parents Evening	Assembly and tutor group opportunities Enrichment visits can be arranged	Assembly and tutor group opportunities Enrichment visits can be arranged Careers Fair
Year 9	Assembly and tutor group opportunities Enrichment visits can be arranged	Assembly and tutor group opportunities Enrichment visits can be arranged KS3 Parents Evening Options evening	Assembly and tutor group opportunities Enrichment visits can be arranged Careers Fair
Year 10	Assembly and tutor group opportunities Enrichment visits can be arranged	Assembly and tutor group opportunities Enrichment visits can be arranged KS4 Parents Evening	Assembly and tutor group opportunities Enrichment visits can be arranged Mock Interviews
Year 11	Tutor group opportunities Enrichment visits can be arranged	Tutor group opportunities Enrichment visits can be arranged KS4 Parents Evening	Tutor group opportunities Enrichment visits can be arranged

Year 12	Enrichment period Assembly and tutor group opportunities University visits	Enrichment period Assembly and tutor group opportunities University visits	Enrichment period Assembly and tutor group opportunities UCAS Fair University visits Work experience
Year 13	Enrichment period Assembly and tutor group opportunities Mock Interviews	Enrichment period Assembly and tutor group opportunities	Enrichment period Assembly and tutor group opportunities

Please speak to Mr Julian Bingham, our careers leader, to identify the most suitable opportunity for you.

The Diverse Academies Learning Partnership's policy on [safeguarding](#) sets out the trust's approach to allowing providers into the academy as visitors to talk to our students.

<http://www.nationalce-ac.org.uk/safeguarding> sets out the school's approach to allowing providers into our academy as visitors to talk to our students.

Further information can be obtained from David Llewellyn (Designated Safeguarding Lead) dllewellyn@nationalce-ac.org.uk or Maranda Hall (Deputy Designated Safeguarding Lead) mhall@nationalce-ac.org.uk

3 Premises and facilities

3.1 The academy will make the main hall, sports hall, classrooms or private meeting rooms available for discussions between the provider 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 leader or a member of their team.

3.2 Providers are welcome to leave a copy of their prospectus or other relevant course literature that can be accessed in the Careers library, which is managed by the Academy Careers Leader and the Learning Resource Centre Manager. The careers library is available to all students at lunch and break times.

4 Review

This policy will be reviewed in March 2020.