



Provider Access Statement

January 2020

Published: January 2020	Next review: January 2021	Statutory/non: Statutory	Lead: Kelly Wall Assistant Principal
Associated documents:			
Links to:			
Careers Education, Information, Advice and Guidance Policy			
Safeguarding Policy			

Contents

1	Introduction.....	3
2	Student entitlement.....	3
3	Management of provider access requests.....	3
4	Review.....	5

1 Introduction

1.1 This policy statement sets out the National Church of England Academy, (NCEA) 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 offer. This complies with the obligations of NCEA under Section 42B of the Education Act 1997.

2 Student entitlement

2.1 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, assemblies and group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

3 Management of provider access requests

3.1 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

3.2 Opportunities for access

A number of events, integrated into the academy careers programme, will offer providers an opportunity to come into an 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 J Bingham (CEIAG Leader) to identify the most suitable opportunity for you.

The academy safeguarding policy sets out the approach to allowing providers into our academy as visitors to talk to our students. Education and training providers will be expected to adhere to this policy. Further information can be obtained from David Llewellyn (Designated Safeguarding Lead) dllewellyn@nationalce-ac.org.uk.

3.3 Premises and facilities

The academy will make the main 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. 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

Careers Leader and the Learning Resource Centre Manager. The careers library is available to all students at lunch and break times.

3.4 Granting and refusing access

Access to students will be granted when:

- the proposed activity meets the aims and objectives of our curriculum
- the proposed activity will be of benefit to the majority of students who will be involved in the activity
- if student absence from lesson is required in order to facilitate the activity, the Vice Principal for Student Progress agrees that:
 - the activity will be of sufficient benefit to justify the absence
 - sufficient notice has been given to enable teachers to adapt their planned learning activities to ensure that students' academic progress is not negatively affected
 - there is capacity within the programme to accommodate the provider, considering the overall number of providers who have been accommodated throughout the year
 - requests are made which give the academy sufficient notice to arrange rooming, supervision, audio-visual equipment and an adjustment of the planned programme

4 Review

This policy will be reviewed in January 2021.