



## Provider access statement

### Aims

This document sets out the school's arrangements for managing the access of providers 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 access

### Student entitlement

School are required to ensure that there is an opportunity for a range of education and training providers to access students in Years 8-13 for the purposes of informing them about approved technical education, qualifications and apprenticeships.

All students in Years 7-11 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.

The school will offer a minimum of 4 encounters with education and training providers during KS3 and KS4

### Management of provider access requests - procedure

A provider wishing to request access should contact Ms. Sally Ingham, Assistant Headteacher/Careers Lead

Telephone: 015396 20383

Email: [office@settlebeck.org](mailto:office@settlebeck.org)

### Safeguarding

Our safeguarding policy outlines the procedures for checking identity and suitability of visitors. Education and training providers will be expected to adhere to this policy.

### Opportunities for access

The school offers a comprehensive Careers Education, Information, Advice and Guidance programme and an overview of this programme can be seen in the School's Careers information which can be seen on the school website.

Please speak to our Careers Lead, Ms Sally Ingham to identify the most suitable opportunity for you.

The school will make a suitable space available for discussions between the provider and students, as appropriate to the activity. The school will also make available IT and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Lead.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Lead so that they can be displayed in the Careers Section of the school library.

### **Complaints**

Any complaints related to provider access can be raised following the school's complaints procedure or directly The Careers & Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)

### **Monitoring arrangements**

The school's arrangements for managing access to education and training providers to students are monitored by Ms Sally Ingham, Assistant Headteacher.

The policy will be reviewed by Mrs S. Campbell, Headteacher on an annual basis. At every review, it will be approved by the Curriculum and Progress Committee of the Settlebeck School Academy Trust Board.