

Policy statement on provider access

St Michael's Catholic Academy: Provider Access Policy

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 offer. This complies with the Academy's legal obligations under Section 42B of the Education Act 1997.

Student entitlement

Students in years 8-11 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 evenings, assemblies, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

We provide independent careers advice to students through Youth Directions careers advisers and a staff member who has completed the level 6 Diploma in Careers information and Guidance. They offer independent advice and guidance and are CDI accredited.

Provision includes careers assemblies and sessions, CEIAG, workshops, employability skills including interview techniques and First Aid, enterprise activities and partnerships with local business and industry.

We currently are building links with Tees Valley Combined Authority and are looking to engage an Enterprise adviser.

Management of provider access requests

Procedure

A provider wishing to request access should contact *Lee Tate, Assistant Principal - Partnerships and Guidance*.

Telephone: 01642 870003; Email: ltate@stmichaelsacademy.org.uk

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 pupils and/or their parents and carers:

	Autumn Term	Spring Term	Summer Term
Year 8	Assembly and tutor group opportunities	Assembly and tutor group opportunities Parents' Evening	Assembly and tutor group opportunities
Year 9	Assembly and tutor group opportunities Careers Development Day	Assembly and tutor group opportunities KS4 options evening Parents' Evening	Assembly and tutor group opportunities
Year 10	Apprenticeship and University assemblies	Assembly and tutor group opportunities Personal development, CV writing and employability skills. Parents' Evening	Assembly and tutor group opportunities Careers week visits to local Colleges, presentation, Careers hot seating etc....
Year 11	University and apprenticeship presentations Application Interviews	Assembly opportunities Parents' Evening Application Interviews	Assembly opportunities College visits Application Interviews

Please speak to Mr Tate to identify the most suitable opportunity for you.

The Academy policy on [safeguarding](#) sets out the Academy's approach to allowing providers into Academy as visitors to talk to our students.

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 Mr Tate or a member of his team. The

Academy does not facilitate the use of computer memory pens, and, accordingly, any visual presentations should be emailed in advance to the Academy

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Resource Centre. The Resource Centre is available to all students at lunch and break times.

Approval and review

Approved *[date]* by Governors at Curriculum and Standards Committee

Next review: *[date]*

Signed: *[name]* Chair of Governors

[name] Principal