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Owner	CfBT Schools Trust	Next review due	April 2021
Issued	April 2019		

## Provider Access Policy

### Introduction

The Technical and Further Education Act 2017 inserts section 42B into the Education Act 1997 and came into force on 2 January 2018. This new law requires the proprietor of all schools and academies to ensure that there is an opportunity for a range of education and training providers to access all pupils in Year 8 to Year 13 for the purpose of informing them about approved technical education qualifications or apprenticeships.

The independent careers guidance provided:

- Should be presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option.
- Should include information on the range of education or training options, including apprenticeships and technical education routes.
- Should be guidance that the person giving it considers will promote the best interests of the pupils to whom it is given.

This policy statement is based on the exemplar provided in *Careers guidance and access for education and training providers statutory guidance for governing bodies, school leaders and school staff*. DfE January 2018.

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/672418/Careers\\_guidance\\_and\\_access\\_for\\_education\\_and\\_training\\_providers.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/672418/Careers_guidance_and_access_for_education_and_training_providers.pdf)

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.

### Publication and scope

This policy applies to every secondary school in CfBT Schools Trust and will be posted on each secondary school website. It can be made available in hard copy and in large print on request.

### 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.

## Provider access requests procedure

A provider wishing to request access should contact: Dr J Watson, Vice Principal; 01865 595443; jwatson@oxfordspiresacademy.org.

## 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. This will be integrated into a wider careers plan or strategy for the school.

	Autumn Term	Spring Term	Summer Term
<b>Year 8</b>	12 Nov, 3.30-4.30 - Learning about university: parent and student workshop  18/19 Dec: Adviza and City College at parents' evening	13/14 Feb and 3/4 April: Adviza at parents' evening  2-7 March – National Careers Week talks: lunchtime talks on careers, universities and apprenticeships	
<b>Year 9</b>	Study Higher Mentoring Group (Year 9 and 12)  18/19 Dec: Adviza and City College at parents' evening	13/14 Feb and 3/4 April: Adviza at parents' evening  25 Feb, 3.30-4.30 - Preparing for competitive universities: parent and student workshop  2-7 March – National Careers Week talks: lunchtime talks on careers, universities and apprenticeships	
<b>Year 10</b>	Study Higher Year 10 Sustained Group  18/19 Dec: Adviza and City College at parents' evening	13/14 Feb and 3/4 April: Adviza at parents' evening  25 Feb, 3.30-4.30 – Preparing for competitive universities: parent and student workshop  2-7 March – National Careers Week talks: lunchtime talks on careers, universities and apprenticeships	29 June – City College options talk
<b>Year 11</b>	16 Oct – Step Up session  17 Oct – Choices afternoon: Sixth Form, College, Apprenticeships  18/19 Dec: Adviza and City College at parents' evening	13 Jan – Application Centre Day  23 Jan – Step Up visit  13/14 Feb and 3/4 April: Adviza at parents' evening  2-7 March – National Careers Week talks: lunchtime talks on careers, universities and apprenticeships	
<b>Year 12</b>	Mentors work with Year 12 students	Mentors work with Year 12 students	Mentors work with Year 12 students

	<p>Study Higher Mentoring Group (Year 9 and 12)</p> <p>18/19 Dec: Adviza and City College at parents' evening</p>	<p>28 Jan – City College application support session for Steppers</p> <p>13/14 Feb and 3/4 April: Adviza at parents' evening</p> <p>2-7 March – National Careers Week talks: lunchtime talks on careers, universities and apprenticeships</p> <p>5 Mar – Year 12 Apprenticeship Afternoon</p>	<p>9 June – Oxford Brookes HE Convention</p> <p>15-19 June – Work Experience Week</p> <p>22-26 June – Higher Education and Research week</p> <p>23 June – Assessment Centre Day</p>
<b>Year 13</b>	<p>18/19 Dec: Adviza and City College at parents' evening</p>	<p>13/14 Feb and 3/4 April: Adviza at parents' evening</p> <p>2-7 March – National Careers Week talks: lunchtime talks on careers, universities and apprenticeships</p>	

Please speak to our Dr Watson to identify the most suitable opportunity for you.

### Granting and refusing access to providers

Access to our students has to fit into our Careers and Aspiration year plan, avoiding key times such as mock exams. But otherwise we find every opportunity for outside providers to communicate with our students.

### Safeguarding

The school and CfBT Schools Trust are committed to keeping children safe and our Safeguarding and Child Protection Policy outlines the school's procedure for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this policy, which can be found on our school website.

### Complaints

Complaints about services from providers who use school premises or facilities should be directed to the provider concerned.

### **Premises and facilities**

Outside providers contacting Oxford Spires Academy will be provided with the facilities they need – from our Theatre, for whole group sessions, to smaller rooms for workshops. Audio-visual devices required will be provided on request when the provider discusses their visit with Dr Watson or the member of staff acting as liaison. Providers can leave materials for students to read after the session.