

Blessed Thomas Holford Catholic College Provider Access Policy

Approval and review

Approved: TBC
Next review: [date]

Introduction

This policy statement sets out Blessed Thomas Holford'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.

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.

Management of provider access requests

Procedure

A provider wishing to request access should contact Mrs J Charman, Careers Adviser, Telephone: 0161 911 8090; Email: careers@bthcc.org.uk

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. Please see table below:

| | Autumn Term | Spring Term | Summer Term |
|---------------|------------------------------------|---|------------------------------------|
| Year 8 | Opportunity to deliver an assembly | Year 8 KS4 Options Evening Year 8 Parent's Evening | Opportunity to deliver an assembly |

| | | | |
|----------------|--|--|---|
| Year 9 | Year 9 Parent's Evening | Opportunity to deliver an assembly | Opportunity to deliver an assembly |
| Year 10 | Year 10 Parent's Evening | Higher Education Fair Careers Fair | Opportunity to deliver an assembly |
| Year 11 | Monday afternoon hourly tutorials Sixth Form Open Evening | Higher Education Fair Careers Fair Year 11 Parent's Evening | |
| Year 12 | Success in Year 12 Evening Thursday morning hourly tutorials | Year 12 Parent's Evening Higher Education Fair Careers Fair Thursday morning hourly tutorials | Opportunity to deliver an assembly Thursday morning hourly tutorials |
| Year 13 | Mock Interviews Success in Year 13 Evening Thursday morning hourly tutorials | Year 13 Parent's Evening Higher Education Fair Careers Fair Thursday morning hourly tutorials | Thursday morning hourly tutorials |

Please speak to Mrs Charman, Careers Adviser to identify the most suitable opportunity for you.
Email: careers@bthcc.org.uk Telephone: 0161 911 8090

The school policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our students.

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school 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 Mrs Charman, Careers Adviser.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Information and Guidance Office Careers Library, which is managed by the Careers Team. These resources are available to all students.

Approval and review

Approved [date] by Governors at Curriculum and Standards Committee

Next review: [date]

Signed: [name] Chair of Governors [name] Head teacher