

# Castle Donington College



## Provider Access Policy Statement

Date Adopted	January 2023
Date Reviewed	January 2024

*The College follows Guidance and Advice given by the Government when writing policies; in light of this, changes may need to be made after the adoption of this policy and prior to the review date.*

# Castle Donington College

## Provider Access Policy Statement

### 1. Aims

This policy statement aims to set out The College's arrangements for managing the access 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 requests for access
- Details of premises or facilities to be provided to a person who is given access

### 2. Statutory Requirements

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

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#).

This policy shows how Castle Donington College complies with these requirements.

### 3. Student Entitlement

From 1 January 2023, all students in years 8 to 11 at Castle Donington College are entitled to a minimum of 4 encounters with technical education or training providers.

All pupils must attend

- 2 encounters for pupils during the 'first key phase' (Y8 or Y9) and the 'second key phase' (Y10 or Y11)
- Encounters take place any time between 1 September and 28 February of each phase (over 2 Years)
- These encounters happen for a reasonable period of time during the standard school day

Each provider will be asked to offer the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from pupils

### 4. Management Of Provider Access Requests

#### 4.1 Procedure

A provider wishing to request access should contact

Mr Nathan Barratt, Vice Principal / Careers Leader

Telephone: 01332 810528

Email: [postroom@cdcollege.uk](mailto:postroom@cdcollege.uk) FAO Mr Barratt **Subject:** *Provider Access Request Careers*

## 4.2 Opportunities For Access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

The table below outlines examples of the opportunities for training and education providers to speak to students and/or their parents/carers.

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Careers Fair	Assemblies	Assemblies
YEAR 9	Careers Fair	Key Stage 4 options event Assemblies	Assemblies
YEAR 10	Careers Fair	Apprenticeship talks during apprenticeship week	WEx Experience Preparation Work experience
YEAR 11	Careers fair	Assemblies	Assemblies

Please speak to our Careers Leader to identify the most suitable opportunity for you.

These events will run in line with any measures related to public health incidents, including COVID-19.

## 4.3 Granting and Refusing Access

We will endeavour to work with providers to find suitable availability. However there will be events in the College year such as Mock Exams where timing of access will not be appropriate.

## 4.4 Safeguarding

Our safeguarding/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.

## 4.5 Premises and facilities

Explain:

- College facilities that will be available to enable providers to access students, e.g. rooms, specialist equipment such as audio and visual devices will be agreed with the Careers Leader
- Providers may leave prospectuses or other material for students to read if deemed appropriate by the Careers Leader
- Any measures related to public health incidents, including COVID-19 will be shared and agreed in advance

## 5. Links To Other Policies

- Safeguarding/Child Protection Policy
- Careers Guidance Policy

## 6. Monitoring Arrangements

The College's arrangements for managing the training providers' access to students will be monitored by Mr. N Barratt Vice Principal/ Careers Leader

This policy will be reviewed by Mr. N Barratt Vice Principal/ Careers Leader annually. At every review, this policy statement will be approved by the Governing Board.

(There is no statutory review frequency, but the DfE recommends it is done annually)