

Policy statement on provider access

Newfield School: Provider Access Policy

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purposes 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.

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 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 Chris Power, Assistant Headteacher, Telephone: 0114 255 7331; Email: cpower@newfield.sheffield.sch.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:

	Autumn Term	Spring Term	Summer Term
Year 8	Assembly and tutor group opportunities Enrichment Day Lunchtime sessions	Options Evening Parents' Evening Assembly and tutor group opportunities Enrichment Day Lunchtime sessions	Assembly and tutor group opportunities Enrichment Day Lunchtime sessions

	Autumn Term	Spring Term	Summer Term
Year 9	Parents' Evening Assembly and tutor group opportunities Enrichment Day Lunchtime sessions	Assembly and tutor group opportunities Enrichment Day Lunchtime sessions	Assembly and tutor group opportunities Enrichment Day Lunchtime sessions
Year 10	Assembly and tutor group opportunities Enrichment Day Lunchtime sessions	Parents' Evening Assembly and tutor group opportunities Enrichment Day Lunchtime sessions	Assembly and tutor group opportunities Enrichment Day Lunchtime sessions
Year 11	Information Evening Post 16 Evening Mock Interview Day Assembly and tutor group opportunities Enrichment Day Lunchtime sessions	Parents' Evening Assembly and tutor group opportunities Enrichment Day Lunchtime sessions	

Please speak to our named IAG co-ordinator to identify the most suitable opportunity for you.

The school policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our students. This can be found on the school website under Policy and Guidance Documents.

Premises and facilities

The school will make the sports hall, performance 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 projectors and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the IAG co-ordinator or a member of the pastoral team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at Reception and it will be distributed to pupils.

Approval and review

Approved 5 February 2018 by Governors

Next review: 4 February 2019