THE SALTERNS ACADEMY TRUST: TRAFALGAR SCHOOL

PROVIDER ACCESS POLICY

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Summary of changes made:					

Introduction.

This policy statement sets out the school's arrangements for managing the access of providers to 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 students in years 8 to 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 events, assemblies and group discussions and taster events;

• to understand how to make applications for the full range of academic and technical courses. For students of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for students in Years 8 and 9 and two for and two for Year 10 and 11 students.

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

• share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers

• explain what career routes those options could lead to

• provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and students from the provider)

• answer questions from pupils.

Meaningful provider encounters.

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students using the 'Making it Meaningful' checklist.

Previous providers

In previous terms/years we have invited the following providers from the local area to speak to our students:

- Portsmouth College
- Havant and Southdown's College
- National Apprenticeship Service
- Portsmouth University
- Royal Navy and Army
- NHS England
- Oxford University

- UTC Portsmouth

For Year 11 students data is collected regarding intended destinations for Post 16 following their GCSEs. This information is then used alongside student progress tracking to select groups of students who would benefit from extra support to secure Employment or Training from the Pupil Progression Officers (PCC).

Management of provider access requests.

Procedure.

A provider wishing to request access should contact Miss L Clark (Assistant Headteacher for Curriculum) lclark@trafalgarschool.org.uk or Ms L Passmore (Careers Lead) lpassmore@trafalgarschool.org.uk

Opportunities for access.

We will offer providers an opportunity to come into school to speak to pupils or their parents or carers. Trafalgar School offers six provider encounters, through Years 8 to 11, required by law. This sits as a part of our careers offer set out in our careers policy.

Safeguarding.

Trafalgar School's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website. Safeguarding-and-Child-Protection-Policy-v2.pdf (trafalgarschool.org.uk)

Premises and facilities.

Trafalgar School will make the Main Hall, classrooms or 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 our Careers Lead: Ms L Passmore. Providers are welcome to leave a copy of their prospectus or other relevant course literature to distribute to students.