



HEADLANDS SCHOOL
SINCE 1965

Provider Access Policy

Written by	School Business Manager
Creation date	Spring 2018
Adopted by Governors	Summer 2018
Next Review Date	Summer 2021

Headlands School

1. Introduction

This policy statement sets out the school's arrangements for managing the access of providers to students 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 obligation under Section 42B of the Education Act 1997.

2. Student Entitlement

Students in years 8 – 11 are entitled:

- To find out about technical education qualifications and apprenticeship 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, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

3. Management of Provider Access Requests

Procedure:

A provider wishing to request access should contact: Mr Andrew Levitt, IAG Manager on 01262 676198 or andy.levitt@headlandsschool.co.uk

Opportunities for access:

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

	Autumn Term	Spring Term	Summer Term
Year 8	Assemblies and tutor group	Assemblies and tutor group	Assemblies and tutor group

	opportunities Parents Evening	opportunities Options Evening Careers Fair	opportunities
Year 9	Assemblies and tutor group opportunities Parents Evening	Assemblies and tutor group opportunities	Assemblies and tutor group opportunities Ambitions Day
Year 10	Assemblies and tutor group opportunities Parents Evening	Assemblies and tutor group opportunities	Assemblies and tutor group opportunities Work Experience
Year 11	Assemblies and tutor group opportunities Parents Evening Mock Interview Day	Assemblies and tutor group opportunities Options Evening Careers Fair Parents Evening	Assemblies and tutor group opportunities
Year 12	Parents Evening Assemblies and tutor group opportunities / Presentations UCAS Preparation	Careers Fair Parents Evening Assemblies and tutor group opportunities / Presentations UCAS Preparation	Assemblies and tutor group opportunities / Presentations UCAS Preparation Work Experience
Year 13	Assemblies and tutor group opportunities / Presentations Parents Evening UCAS Preparation	Careers Fair Parents Evening Assemblies and tutor group opportunities / Presentations	Assemblies and tutor group opportunities / Presentations

Please speak to our named IAG Manager to identify the most suitable opportunity for you.

The school policies on Safeguarding and visitors sets out the school's approach to allowing providers into school as visitors to talk to our students. These can be found on the school website.

4. Premises and facilities

The school will make the Main Hall, Sports Hall, LRC, Rosedale Room or classrooms available for discussions between the provider and student, 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 IAG Manager or a member of the pastoral team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the main reception.