



THE APPLETON SCHOOL

CAREERS PROVIDER ACCESS POLICY

Adopted by the Governing Body Date

Signature Chair of Governors

January 2020

The Appleton School – Provider Access Policy

Introduction

The Appleton School's CEIAG Policy sets out the arrangements for allowing a range of education and training providers to access all students in years 8 to 13 in order to give them information about their technical education and apprenticeships programme. This complies with the School's legal obligations under the Technical and Further Education Act 2017.

Student Entitlement

All students in years 8 to 13 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 events, assemblies, 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

Providers wishing to request access to students, other than at events which are already embedded in the careers programme, should send an email to careers@theappletonschool.org or contact Mrs Hilliker on 01268 794215.

Opportunities for access

There are a number of events embedded into the Careers Programme which will offer providers an opportunity to come into school to speak to students and their parents/carers. In addition, access may be granted in the form of assemblies or drop-ins which take place outside of lesson time. Decisions to grant or refuse access are taken on the basis of timing, relevance to key decision making points and whether information has already been given by another provider and are subject to approval from the Headteacher.

Premises and facilities

A suitable venue will be made available which is appropriate to the activity. Technical and specialist equipment will be made available if possible and will be discussed and agreed in advance of the visit.

Providers are welcome to leave a copy of their prospectus, leaflets, or other relevant course literature, for students and this will be made available in the Careers Resource Area which is open before and after school and at break and lunch time. Posters advertising open events will be displayed on the student noticeboard outside the Careers Resource Area.

Contact:

Mrs Julie Hilliker
careers@theappletonschool.org
01268 794215