



## **CROOKHORN COLLEGE**

### **PROVIDER ACCESS POLICY**

**Date of Policy: March 2018**

**Review Date: May 2019**

**Reviewed by: Student Development Committee**

#### **Introduction**

This Policy sets out the College's arrangements for managing the access of providers to students at the College for the purpose of giving them information about the provider's education or training offer. This complies with the legal obligations of the College under Section 42B of the Education Act 1997.

#### **Student entitlement**

All 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 events, 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 Sally Duncan, Personal Development Learning Manager

Telephone: 023 9225 1120; Email:sally.duncan@crookhorn.hants.sch.uk

### Opportunities for access

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

Year Group	Autumn Term	Spring Term	Summer Term
7			Careers focused PSHE lessons
8	Careers focused PSHE lessons	Options Evening	
9		Careers focused PSHE lessons Federation Careers Fair	Skills For Life Day
10		Careers focused PSHE lessons	
11	Careers focused PSHE lessons Post 16 Options Fair Mock Interview Day		

Please speak to our Personal Development Learning Manager to identify the most suitable opportunity for you.

### Premises and facilities

The College will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The College 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 the Personal Development Learning Manager.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with Reception for the attention of the Personal Development Learning Manager for display in the Careers Office. The Careers Office is available to all students at lunch and break times.