

# COWLEY INTERNATIONAL COLLEGE



## Policy statement on provider access

### Cowley International College Provider Access Policy 2018

|                    |                                       |
|--------------------|---------------------------------------|
| Status             | <b>STATUTORY</b>                      |
| Delegated to       | Principal                             |
| Responsible Person | Assistant Head (Curriculum Developer) |
| Review Date        | Spring 2021                           |
| Ratified Date      | Spring 2018                           |

## 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 8-13 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 Colin Mercure, *Assistant Principal i/c Careers Education and Guidance*.

Telephone: 01744 678030 ext 186; Email: [colin.mercure@sthelens.org.uk](mailto:colin.mercure@sthelens.org.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   |
|---------------|---|--|---|
| <b>Year 7</b> | <ul style="list-style-type: none"><li>• Year 7 Enterprise Production (Open the Door)</li></ul>  | <ul style="list-style-type: none"><li>• Y7 Careers Assembly</li></ul>  | <ul style="list-style-type: none"><li>• Careers sessions in PSE with Career Connect Personal Advisors</li></ul> |
| <b>Year 8</b> | <ul style="list-style-type: none"><li>• Live and Learn Workshop</li><li>• Careers sessions in PSE with Career Connect Personal Advisors</li></ul> | <ul style="list-style-type: none"><li>• 1-1 Careers Interviews with Career Connect Personal Advisors</li><li>• Y8 Careers Assembly</li><li>• Y8 Choices (options) 1-1 interviews</li></ul> | <ul style="list-style-type: none"><li>• Careers sessions in PSE with Career Connect Personal Advisors</li></ul> |

|                | <b>Autumn Term</b>  | <b>Spring Term</b>   | <b>Summer Term</b>   |
|----------------|---|--|--|
| <b>Year 9</b>  | <ul style="list-style-type: none"> <li>• Careers sessions in PSE with Career Connect Personal Advisors</li> </ul>   | <ul style="list-style-type: none"> <li>• 1-1 Careers Interviews with Career Connect Personal Advisors</li> <li>• Y9 Careers Assembly</li> <li>• Y9 Parents' Evening (with Career Connect Personal Advisor in attendance)</li> <li>• Year 9 Future Fair</li> </ul>  |  |
| <b>Year 10</b> | <ul style="list-style-type: none"> <li>• Y10 Apprenticeship Production (Open the Door)</li> </ul>   | <ul style="list-style-type: none"> <li>• Y10 Careers Assembly</li> </ul>   | <ul style="list-style-type: none"> <li>• Careers sessions in PSE with Career Connect Personal Advisors</li> <li>• Sixth Form Taster Day</li> </ul>         |
| <b>Year 11</b> | <ul style="list-style-type: none"> <li>• 1-1 Careers Interviews with Career Connect Personal Advisors</li> <li>• Future planning 1-1 interviews with SLMT</li> </ul>  | <ul style="list-style-type: none"> <li>• Windmills Event for - link to Apprenticeships</li> <li>• Y11 Preparing for the Future Day Sixth Form Interviews and Enrichment activities</li> <li>• Jaguar Engineering Event</li> <li>• 1-1 Careers Interviews with Career Connect Personal Advisors</li> <li>• Y11 Parents' Evening (with Career Connect Personal Advisor in attendance)</li> <li>• Y11 Careers Assembly</li> </ul> | <ul style="list-style-type: none"> <li>• 1-1 Careers Interviews with Career Connect Personal Advisors</li> </ul>   |
| <b>Year 12</b> | <ul style="list-style-type: none"> <li>• Career Connect Intervention with sixth form WRL students</li> <li>• 1-1 Careers Interviews with Career Connect Personal Advisors</li> <li>• Y12 Parents' Evening (with Career Connect Personal Advisor in attendance)</li> </ul> |  | <ul style="list-style-type: none"> <li>• 1-1 Careers Interviews with Career Connect Personal Advisors</li> <li>• Y12 UCAS work in tutorial time</li> </ul> |
| <b>Year 13</b> | <ul style="list-style-type: none"> <li>• Y13 Parents' Evening (with Career Connect Personal Advisor in attendance)</li> </ul>   | <ul style="list-style-type: none"> <li>• 1-1 Careers Interviews with Career Connect Personal Advisors</li> </ul>   |  |

Please speak to our named Careers Leader to identify the most suitable opportunity for you.

The school policy on safeguarding (also available from the school website) sets out the school's approach to allowing providers into school as visitors to talk to our students.

## **Premises and facilities**

The school will make the main 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 AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian. The Resource Centre is available to all students at lunch and break times.

## **Approval and review**

Approved 18<sup>th</sup> January 2018 by Governors at the SOT Committee

Next review: *Spring Term 2021*

Signed:

*Margaret Bellis*

Chair of Governors

*Cameron Sheeran*

Head teacher