

Provider Access Statement

Approved by: Assistant Headteacher; Futures

Approved on: 20/09/2023

STA Contact: Headteacher

Revision due: Sep 2025

Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer.

Student entitlement

All students in years 8 to 11 at St Andrew's are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- 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 the school Office on Telephone: 01903 860232 or e-mail: office@sta-worthing.com

Opportunities for access

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

Year Group	Autumn Term	Spring Term	Summer Term
8	<ul style="list-style-type: none">• Enrichment activity	<ul style="list-style-type: none">• Apprentice/Careers week talks	<ul style="list-style-type: none">• Enrichment activity
9	<ul style="list-style-type: none">• Enrichment activity	<ul style="list-style-type: none">• Key Stage 4 Options Event• Apprentice/Careers week talks	<ul style="list-style-type: none">• Virtual work experience• Enrichment activity
10	<ul style="list-style-type: none">• Post 16 evening	<ul style="list-style-type: none">• Apprentice/Careers week talks	<ul style="list-style-type: none">• Future Build event• Work experience
11	<ul style="list-style-type: none">• Post-16 evening• In-class support with applications• College/Careers assemblies• Virtual work experience	<ul style="list-style-type: none">• Post-16 taster sessions• College/Careers assemblies• Apprentice/Careers week talks• One to one interview	<ul style="list-style-type: none">• College/Careers assemblies• One to one interview

Our provision is widening and starting to include various opportunities for students to access a range of events throughout KS4 and, where appropriate, KS3. Some of these are integrated into our careers programme while others are embedded into the wider curriculum. We invite contributions from external providers where possible.

The one-off events, such as a college open days or apprenticeship fairs are regularly advertised to both our students and parents. Where appropriate we will arrange a visit during the school day for selected students to attend.

St Andrew's employs an independent and impartial careers adviser to work with students at key transition points. The adviser is available at selected Consultation Evenings for students and parents to meet. All students have impartial guidance delivered by relevant staff prior to the completion of post 16 application forms and option choices. This

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takes place in assemblies, presentations and lessons. Extra assistance is provided by key staff members to individuals who may need more specialist or 1-1 guidance.

In addition, St Andrew's works with WSCC Careers Advisers who attend appropriate meetings for some year 11 students, in particular those at risk of NEET (Not in Education, Employment or Training). Coordination of these meetings is overseen by the relevant Head of Year in conjunction with the lead member of the Leadership team.

Local providers are invited to the Year 11 Careers Evening which takes place in early October. A database of local colleges, Sixth Forms, Apprenticeship providers is maintained by the Head's PA.

Safeguarding

St Andrew's policy on safeguarding sets out the school's approach to allowing providers into the School as visitors to talk to our students. At all times we ensure that we adhere to our safeguarding policy, and ensure that protocols are followed to ensure we meet our statutory requirements of keeping children safe. No external provider is left unsupervised with students, and all visitors undertake appropriate checks alongside receiving our visitor's handbook, an electronic sign-in and having been sent the visitor protocol ahead of their arrival to site.

Premises and facilities

St Andrew's ensures that appropriate facilities and equipment are available to providers attending an event.

Sessions can be delivered in the main hall to up to 200 students, although we also support smaller style delivery in a classroom setting too. Safe, personalised sessions are available when required. We are happy to work with providers to source any equipment or resources we can in order to make their visit possible. We are happy to accommodate those that need to bring extra equipment into the school in order to effectively showcase what they do, although we ask for advance discussions to take place.

Links to other policies

- Safeguarding/child protection policy