



# HENLEY-IN-ARDEN SCHOOL

*Achieving Excellence Together*

|                           |  |               |
|---------------------------|--|---------------|
| <b>Name of Policy</b>     | <b>Technical Education and Apprenticeships Provider Access Policy</b>  |               |
| <b>Lead</b>               | Mr S Jefferies, Headteacher /<br>Mrs N Thompson, Assistant Headteacher |               |
| <b>Governor Committee</b> | Welfare, Safety and Premises   |               |
| <b>Policy Status</b>      | Originally Drafted   | December 2017 |
|                           | Governor Approved  | Yes           |
|                           | Date Governor Approved   | March 2018    |
| <b>Review Frequency</b>   | 2 Years  |               |
| <b>Next Review</b>        | March 2020   |               |

## 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 8-11 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 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 the Assistant Headteacher:  
Pupil Progress

Telephone:01564 792364; Email: [admin@henleyschool.com](mailto:admin@henleyschool.com)

### 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:

|                |  |
|----------------|--|
| <b>Year 8</b>  | Careers day as part of PSRE days (dates on school website)   |
| <b>Year 9</b>  | Careers day as part of PSRE days (dates on school website)   |
| <b>Year 10</b> | Careers day as part of PSRE days (dates on school website)<br>Apprenticeship day (dates on school website) |

|                |  |
|----------------|--|
| <b>Year 11</b> | Careers day as part of PSRE days (dates on school website)<br>Year 11 Parents' evening (dates on school website) |
|----------------|--|

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

### **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 the Admin team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre.