



Provider Access Policy

Document provenance

This policy was approved as follows –	
Jane Millward, Deputy Chief Executive	Date: January 2018
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ELT Owner: Deputy Chief Executive	Author: Andrew Mackereth, RED Daventry

Provider Access Policy

1. Introduction and purpose

- 1.1 This policy statement sets out the academy's arrangements for management the access of providers to pupils at the academy for purposes of giving them information about the provider's education or training offer.

2. Scope

- 2.1 This policy applies to all staff and students at Heartlands Academy and to any providers wishing to request access.

3. Legislation and regulation

- 3.1 This policy complies with our legal obligations under Section 42B of the Education Act 1997.

4. Student entitlement

- 4.1 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.

5. Management of provider access requests

Procedure

- 5.1 A provider wishing to request access should contact:

Adele Johnson, Assistant Head Teacher

Telephone: 0121 4643931 Email: adele.johnson@e-act.org.uk

Opportunities for access

- 5.2 A number of events, integrated into the academy careers programme, will offer providers an opportunity to come into the academy to speak to pupils and/or their parents:

	Autumn Term	Spring Term	Summer Term
Year 8		KS4 Options event Personal development and growth mindset course	Kudos Careers guidance workshop College visit outside the region. Visit to two businesses. Visit to PWC.

	Autumn Term	Spring Term	Summer Term
			Financial planning and budgeting – money management course.
Year 9		KS4 options event	Kudos Careers guidance workshop
Year 10	Work experience preparation assemblies.	Work experience	Apprenticeship assemblies delivered by an external provider. 1:1 careers interviews with an independent careers advisor.
Year 11	1:1 careers interviews with an independent careers advisor. Post-16 open evening information from local providers given to students. Heartlands 6 th form Post-16 evening. Careers and post-16 options assembly.	Apprenticeship assemblies delivered by an external provider. 1:1 careers interviews with an independent careers advisor. An introduction to Heartlands Academy Sixth Form and its application process – Year 11 assembly delivered by the Head of Sixth Form. Year 11 into Sixth Form interviews. Careers and post-16 options assembly. External providers evening for local post-16 providers.	Year 11 into Sixth Form interviews.
Year 12	Futures September – June Get into teaching—Aston University The Challenge talk- (NCS) Assembly talk Careers talk – Independent careers advisor Birmingham Children’s Hospital talk Student Finance talk NEC Skills show - Year 12 students – October 2017 University Masterclasses	Health Exchange – 6 weeks internal workshops focusing on coping strategies regarding exam stress and mental health Barclays workshop – focusing on budgeting skills, living away from home etc. Careers week events with tutor activities. External providers evening.	Introduction to the UCAS process. An intensive, 1 day event on effective personal statement writing and completion of the UCAS application forms. UCAS university fair Money Management - Finance talk Living well for less talk Teach First workshops University trips: Manchester, Bristol, Aston, University of Birmingham

	Autumn Term	Spring Term	Summer Term
	<p>Oxford University trip</p> <p>British Transport Police</p> <p>Aim Higher mentoring programme</p> <p>Criminal Conference – November</p> <p>ULAS talk</p>		<p>Newman University – Health & Social Care conference</p> <p>Which University talk</p> <p>Personal statement talks from the University of Birmingham.</p> <p>Mental Wellbeing talk</p> <p>Oxford Brookes residential event.</p>
Year 13	<p>Futures September – June</p> <p>The Challenge talk (NCS) Assembly talk.</p> <p>University of Birmingham’s A2B scheme introduced.</p> <p>Student Finance talk</p> <p>Year 13 Job Fair- Edgbaston Cricket Ground –October 2017</p> <p>NEC Skills show</p> <p>British Transport Police</p> <p>Aim Higher mentoring programme</p> <p>Criminal Conference – Nov 2017.</p>	<p>Health Exchange – 6 weeks internal workshops focusing on coping strategies regarding exam stress and mental health</p> <p>Barclays workshop – focusing on budgeting skills, living away from home etc.</p> <p>Career week events- tutor activities.</p> <p>Development of interview skills and techniques.</p> <p>External providers evening.</p>	<p>Development of interview skills and techniques.</p> <p>Links made with apprenticeship providers (PWC, Deloitte, Ernst and Young) and opportunities for students to meet with them.</p>

6. Premises and facilities

- 6.1 The academy will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The academy 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.
- 6.2 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 academy librarian. The Resource Centre is available to all students at lunch and break times.

7. Responsibilities

- 7.1 The following responsibilities apply in relation to this policy:

- § Deputy Chief Executive has overall accountability for this policy.
- § Deputy Chief Executive – has overall responsibility for ensuring implementation and compliance within all E-ACT secondary academies.
- § Regional Education Directors – have delegated responsibility for implementation and compliance within their regions.

- § Headteachers – have responsibility to ensure that the policy is fully implemented in their academy and that provisions in other policies, such as Visit Speaker policy are adhered to.
- § Teachers – have a responsibility to ensure that students have sufficient access to visiting providers as part of a planned programme of CEIAG activities.
- § All staff – have a responsibility to cooperate fully with the provisions of this policy.

8. Approval and review

- 8.1 This policy will be reviewed annually by the academy and approved by the Regional Education Director.