

# PROVIDER ACCESS POLICY

## Chart Wood School

**The OHC&AT Board of Directors has agreed this Policy and as such, it applies across all OHCAT Academies – 21<sup>st</sup> May 2018.**

Jay Mercer  
Chair of OHCAT Board



## INTRODUCTION

From 2 January 2018 schools and academies must provide technical education and apprenticeship providers with access to students in years 8 to 13. This is a requirement of the Education Act 1997 (as amended by the [Technical and Further Education Act 2017](#)).

This policy statement sets out Chart Wood School's arrangements for managing the access of providers to students 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 events, assemblies, career exhibitions 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 initially contact the Career Lead at Chart Wood School, listed below:

Mick Jenkins – Class Teacher  
[Michael.jenkins@cws.surrey.sch.uk](mailto:Michael.jenkins@cws.surrey.sch.uk)  
01737 215488

### Opportunities for access

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

The school policy on safeguarding 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 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 be discussed and agreed in advance of the visit with the Careers Lead.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at Reception, which will then be distributed to the most appropriate place within the setting so that students can access at an appropriate time.

## **POLICY REVIEW DETAILS**

<i>Version:</i>	1.0
<i>Reviewer:</i>	John Prior
<i>Approval body:</i>	Family Board
<i>Date this version approved:</i>	15.05.18
<i>Due for review:</i>	Summer 2021