

John Cabot Academy Provider Access Policy

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the academy 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 Catrina Holmes, Careers Advisor

Telephone: 0117 976 3000 (ext 1126) Email: catrina.holmes@jca.cabot.ac.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
Year 8	Provider Pop Up stands	National Careers/Apprenticeship Week events	
Year 9	Provider Pop Up stands	National Careers/Apprenticeship Week Events	

	Autumn Term	Spring Term	Summer Term
		KS4 options/parents event	
Year 10	Provider Pop Up stands	National Careers/Apprenticeship Week Events	Mock interview events
Year 11	Provider Pop Up stands	National Careers/Apprenticeship Week Events	Drop in application/support sessions

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

The school policy on safeguarding <http://cabot.ac.uk/key-information/safeguarding-information/> 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 copies of their prospectuses or other relevant course literature for the library which is held in the careers office. This is accessible to students to drop in to during break times and lunchtimes.