

Policy Statement on Provider Access

Durham High School: Provider Access Policy

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 8-13 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.

Management of provider access requests

Procedure

A provider wishing to request access should contact Sarah Robinson, Careers Leader

Telephone: 0191 384 3226 ext 224; Email: s.robinson@dhsfg.org.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	Reacquaint with Unifrog, Reflections on Year 7, Careers Programme this year Personality Profile and related careers	University -v- Apprenticeships – the Big Debate (EA) Skills for Careers National Careers Week activities	Careers Library Treasure Hunt University Visit – Sunderland

	Autumn Term	Spring Term	Summer Term
	<p>Identifying Interests</p> <p>Access to all school Careers Talks by visiting speakers – lunchtimes</p> <p>Tutorial time programme</p>		
Year 9	<p>Reacquaint with Unifrog, Reflections on Year 8, Careers Programme this year</p> <p>Add Competencies and Activities</p> <p>Personality Profile and related careers</p> <p>GCSEs – Choices, Choices!</p> <p>Access to all school Careers Talks by visiting speakers – lunchtimes</p> <p>Tutorial time programme</p>	<p>Options Evening – Options Process</p> <p>1:1 Interviews with Careers Adviser and/or Deputy Head</p> <p>Subject Staff discussions</p> <p>Skills Development – Leadership</p> <p>National Careers Week (NCW) Activities</p>	<p>Your Skills, Your Team, Your Future</p> <p>CV Writing (EA)</p> <p>Careers Fair</p>
Year 10	<p>Reacquaint with Unifrog, KS4 Action Planning, Careers Programme this year</p> <p>Skills – Communication and Teamwork</p> <p>Personality Profile and related careers</p> <p>Apprenticeship Talk ASK</p> <p>Competencies – Independence and add Activities</p> <p>Access to all school Careers Talks by visiting speakers – lunchtimes</p> <p>Tutorial time programme</p>	<p>The Escape Room – Team work, Communication, and other competencies</p> <p>National Careers Week (NCW) Activities</p> <p>WEX Prep – How to contact Employers</p> <p>WEX Prep – Preparing for Interviews</p>	<p>WEX – Health and Safety</p> <p>WEX – Behaviour in the Workplace</p> <p>Business Breakfast/Careers Fair (EA)</p>
Year 11	<p>Reacquaint with Unifrog, KS4 and WEX Action</p>	<p>Options Interviews</p>	<p>Post 16 Intentions and Destinations</p>

	Autumn Term	Spring Term	Summer Term
	<p>Planning, Careers Programme this year</p> <p>A level Choices</p> <p>Sixth Form Open Evening (Parents and Pupils, Universities)</p> <p>Sixth Form Taster Day</p> <p>Access to all school Careers Talks by visiting speakers – lunchtimes</p> <p>Tutorial time programme</p> <p>1:1 Guidance Interviews</p> <p>Apprenticeship Talk ASK</p> <p>Business Breakfast (EA)</p>	<p>Further Taster Sessions</p> <p>Busting Apprenticeship Myths</p> <p>Rights of Apprentices</p> <p>National Careers Week (NCW) Activities</p> <p>Revision – The Memory Journey</p>	<p>WEX Placement – Summer</p> <p>Volunteering/National Citizenship Service</p>
Year 12	<p>Belbin Teamwork Session (Induction)</p> <p>Reacquaint with Unifrog, Sixth Form Action Planning, Careers Programme for Sixth Form</p> <p>Post 18 – Choices, Choices</p> <p>Apprenticeship Talk ASK</p> <p>Discovering MOOCS</p> <p>Work Experience Placements</p> <p>Volunteering</p> <p>Access to all school Careers Talks by visiting speakers – lunchtimes</p>	<p>1:1 Careers Guidance Interviews</p> <p>Degree Apprenticeships</p> <p>Oxbridge Exhibition – Newcastle</p> <p>National Apprenticeship Week Awareness</p> <p>National Careers Week (NCW) Activities</p>	<p>UCAS H/E Exhibition – Newcastle</p> <p>Post 18 Planning</p> <p>UCAS Application Process launch, parents and pupils</p> <p>Personal Statements</p> <p>Social Media and Social Networking</p> <p>MOOCS Summer Challenge</p> <p>Business Breakfast (EA)</p>
Year 13	<p>Reacquaint with Unifrog, Sixth Form Action Planning, Careers Programme for Sixth Form</p> <p>Extensive individual support with Personal</p>	<p>Interview Masterclass, Interview Preparation Evening</p> <p>Assessment Centres</p>	<p>Managing Stress and Anxiety</p> <p>Work Experience Placements</p> <p>Volunteering</p>

	Autumn Term	Spring Term	Summer Term
	Statements and Applications Applications List, University Applications Apprenticeship Talk ASK Business Breakfast (EA) Access to all school Careers Talks by visiting speakers – lunchtimes	National Apprenticeship Week Activity National Careers Week (NCW) Activities Applications List – confirming/declining	

Please speak to our named Careers Leader 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 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 copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian. The Resource Centre is available to all students at lunch and break times.

Approval and review

Miss Linda Clark, Chair of Governors

Mrs Simone Niblock, Head teacher