

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose 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.

Pupil entitlement

All pupils in years 9-13 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 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 Hayley Jones, Careers, Advice & Guidance Manager Telephone: 01202 885233 Email: Hjones@queenelizabeths.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/carers. This will be integrated into a wider careers plan for the school.

Granting and refusing access to providers

Access will be provided based on meeting the following criteria:

- Adequate room(s) and equipment are available, based on existing timetable and letting commitments.
- Staff are available to attend, taking account of participant numbers and teaching timetables and to ensure DBS regulations are met.
- Students are available to attend, depending on the dates requested and curriculum considerations.
- Providers offer impartial, unbiased and high quality content, meeting equal opportunity requirements.
- Providers are GDPR compliant.

Safeguarding

Queen Elizabeth's School are committed to keeping children safe and our Safeguarding and Child Protection policy outlines the school's procedure for checking the identify and suitability of visitors.

Education and training providers will be expected to adhere to this policy, which can be found on our school website.

Complaints

Complaints from providers will be dealt with under the school's complaints and concerns policy.