



HALL GREEN SCHOOL

Provider Access Policy 2019-2020

Adopted:	2 October 2019
Next Review:	2 October 2020
Governing Committee:	Full Governing Body
Responsibility:	Mr D Adams - Headteacher Mr R Slattery - Assistant Headteacher

Introduction

This policy statement sets out our arrangements for managing the access of providers to pupils at Hall Green School for the purposes of giving them information about the provider's education or training offer. This complies with our legal obligation 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.

As a matter of course, we also make provisions for Year 7 pupils, despite their not featuring within the entitlement statement.

Management of provider access requests

Procedure

A provider wishing to request access should contact: **Michelle Homer, Careers Co-ordinator:**
Telephone: 0121 628 8787/Email: m.homer@hallgreen.bham.sch.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 – please see Appendix 1: Annual Calendar of Events.

Please speak to our named Careers Co-ordinator to identify the most suitable opportunity for you. The school's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website (www.hallgreen.bham.sch.uk).

Premises and facilities

Hall Green School will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. We 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 Co-ordinator. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Co-ordinator who will distribute the relevant information to pupils.

APPENDIX 1: ANNUAL CALENDAR OF EVENTS

Last review date: 6 October 2019

Person Responsible: Mr R Slattery
Assistant Headteacher

Year	Autumn Term	Spring Term	Summer Term
7	Year 7 Careers and Industry Day (all pupils) Trip to Birmingham University (all pupils)	National Careers Week: PSHE and form time activities	Carousel of careers-based activities (Last week of term)
8		National Careers Week: PSHE and form time activities Lloyds Bank PSHE Day (all pupils)	Forward Thinking Trip to Birmingham University (6 pupils) Carousel of careers activities (Last week of term)
9	Health/Science/Technology careers Trip (PSHE/Careers 9th Oct) (30 pupils) Year 9 Forward Thinking trip to Birmingham University (6 pupils)	Careers Fair (All pupils) SEN careers interviews National Careers Week: PSHE and form time activities Year 9 Options Evening	Carousel of careers activities (Last week of term)
10		National Careers Week: PSHE and form time activities Apprentice Show at ICC Birmingham (selected pupils) Practice Interview assembly	Practice Interviews with external employers (all pupils) College taster days (all pupils) Preparation assembly and Work Experience (all pupils)
11	Post 16 Options Evening Presentation from KE Camp Hill VI 40 x pupils at Achieve Conference Year 11 Skills Show (50 pupils)	Careers Fair (all pupils) Interviews for Joseph Chamberlain College SEN careers interviews National Careers Week: PSHE and form time activities	

Year	Autumn Term	Spring Term	Summer Term
11 cont.	Year 11 Forward Thinking Celebration (6 pupils) Aim Higher HE assembly (all pupils) Careers Interviews (all pupils through to Easter)	National Apprenticeships Assembly and register session	

Approval and review

Approved [date] by Governors at Curriculum and Standards Committee Next review: [date]

Chair of Governors [name]

Signed: [name]

Head teacher [name]

Signed: [name]