



**FORT**  
**PITT**  
GRAMMAR  
SCHOOL

# **Provider access policy statement**

**Fort Pitt Grammar School**

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### 1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

### 2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#).

This policy shows how our school complies with these requirements.

### 3. Student entitlement

All students in years 8 to 13 at Fort Pitt Grammar School are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- Understand how to make applications for the full range of academic and technical courses

### 4. Management of provider access requests

#### 4.1 Procedure

A provider wishing to request access should contact Sally Doran, Assistant Headteacher.

Telephone: 01634 842359

Email: [sdoran@fortpitt.medway.sch.uk](mailto:sdoran@fortpitt.medway.sch.uk)

#### 4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

	<b>AUTUMN TERM</b>	<b>SPRING TERM</b>	<b>SUMMER TERM</b>
<b>YEAR 8</b>		Careers Week Events	Careers Focus day STEM focus
<b>YEAR 9</b>		Key Stage 4 options event Careers Week Events	Careers Focus Day – workplace experience
<b>YEAR 10</b>		Careers Week Events	Mini-enterprise
<b>YEAR 11</b>	Assembly on opportunities at 16 Careers Focus Day – next steps <ul style="list-style-type: none"> <li>• Employers</li> <li>• FE</li> <li>• Apprenticeships</li> <li>• Sixth Form</li> </ul>	Careers Week Events	Y11 Induction Activities to include pathway information
<b>YEAR 12</b>	Pathways presentations - Enrichment	Work experience Careers Week Events	Focus on next steps – Apprenticeships HE
<b>YEAR 13</b>	HE and higher apprenticeship applications	Enrichment Activities – employability skills Careers Week Events	

Please speak to our Careers Lead – S Doran to identify the most suitable opportunity for you.

#### **4.3 Granting and refusing access**

The school reserves the right to refuse requests if:

- Such requests are deemed to adversely affect the progress of students such as in the lead up to examinations
- Where we cannot reasonably facilitate such a request due to shortage of facilities as a result of another activity/event
- If reasonable time is not given to enable us to organise the activity/event appropriately

#### **4.4 Safeguarding**

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

#### **4.5 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.

## **5. Links to other policies**

- Safeguarding/child protection policy
- Careers Education policy

## **6. Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to students are monitored by the governing body.

This policy will be reviewed by Sally Doran AHT Careers Lead, annually.

At every review, the policy will be approved by the governing board.