



## **The Governing Body for Carisbrooke College and Medina College**

### **Provider Access Policy**

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| <b>Approved by</b>      | <b>Full governing body</b>        |
| <b>Approval date</b>    | <b>26<sup>th</sup> March 2018</b> |
| <b>Review frequency</b> | <b>3 years</b>                    |
| <b>Next review</b>      | <b>March 2021</b>                 |

## **Access Policy Introduction**

This policy statement sets out the schools' 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 7-13 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 the staff identified in appendix 1.

### **Opportunities for access**

A number of events, integrated into the schools' careers programmes, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers. Details of the current programme are included in appendix 2.

The Federation's policies on safeguarding and visitors set out the schools' approach to allowing providers into school as visitors talk to our students. These can be found on the schools' websites.

### **Premises and facilities**

The schools will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity.

The schools 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 Careers Link Worker.

Providers are welcome to leave a copy of their prospectus or other relevant course literature in the Careers Interview Room, which is managed by the Careers team.

**Appendix 1**  
**Careers staff**

*Mrs Naomi Smy, Careers Manager*  
Telephone: 01983 301384  
Email: [naomi.smy@medina.iow.sch.uk](mailto:naomi.smy@medina.iow.sch.uk)

*Mrs Helen Abbs, Extended Services & Careers Link Worker*  
Telephone: 01983 538065  
Email: [helen.abbs@medina.iow.sch.uk](mailto:helen.abbs@medina.iow.sch.uk)

**Appendix 2**  
**Current careers programme**

|         | <b>Autumn Term</b>   | <b>Spring Term</b>   | <b>Summer Term</b>  |
|---------|--|--|---|
| Year 7  | Introduction to Careers  | University taster days and 'Learn with Us' events<br><br>Army RAC events   | BAE Roadshow  |
| Year 8  | University taster days and 'Learn with Us' events  | Year 8 Options: Interactive afternoon/Making the right choices<br><br>Assembly and Options evening<br><br>University linked options events<br><br>Army RAC events                                  | 'People like me' - Women in Engineering event<br><br>BAE Roadshow   |
| Year 9  | University taster days and 'Learn with Us' events<br><br>Enterprise Adviser Network events/talks and presentations             | Take Your Child to Work Day<br><br>Enterprise Adviser Network events/talks and presentations   | 'People like me' -Women in Engineering event<br><br>SUN University Residential<br><br>Army teambuilding and RAC events<br><br>Enterprise Adviser Network events/talks and presentations<br><br>Positively Mad Workshops |
| Year 10 | University taster days and 'Learn with Us' events<br><br>RYS Maritime and Marine Careers event<br><br>Positively Mad Workshops | Employable Me event<br><br>University Mentoring Programme<br><br>University Taster days and Learn With Us events<br><br>Solomon Theatre Group – theatre show about choices after Year 11 (post 16) | University Residential<br><br>Sixth Form Taster Day<br><br>Work Experience Prep, Week and Debrief<br><br>SUN University Residential<br><br>Army teambuilding and RAC events   |

|         |  |   |   |
|---------|--|---|---|
| Year 11 | <p>1-1 Careers Interviews</p> <p>Post 16 evening (Careers event)</p> <p>FE Taster days (Colleges and Sixth Forms)</p> <p>RYS Maritime and Marine Career event</p> <p>Employers and University speakers in assembly (apprenticeships etc.)</p> <p>SUN –Higher Education Exhibition</p> <p>Mock Interviews with employers</p> <p>Enterprise Adviser Network events/talks and presentations</p> | <p>IOW Youth Regeneration Conference</p> <p>Apprenticeship event</p> <p>University Taster days and Learn With Us events</p> <p>Army RAC events</p> <p>Enterprise Adviser Network events/talks and presentations</p> | <p>SUN University Residential</p> <p>Enterprise Adviser Network events/talks and presentations</p>                                    |
| Year 12 | <p>SUN –Higher Education Exhibition</p> <p>HE/UCAS/ Support and Information events</p> <p>Personal Statement workshop</p> <p>Work Experience</p> <p>Enterprise Adviser Network events/talks and presentations</p>  | <p>Work Experience</p> <p>HE/UCAS Support and Information events</p> <p>University of Law –Surrey Presentation and talk</p> <p>Enterprise Adviser Network events/talks and presentations</p>                        | <p>Work Experience</p> <p>HE/UCAS Support and Information events</p> <p>Enterprise Adviser Network events/talks and presentations</p> |

|         |  |  |                 |
|---------|--|--|-----------------|
| Year 13 | SUN –Higher Education Exhibition<br><br>Mock Interviews with employers<br><br>Student Finance Talk<br><br>Work Experience<br><br>Enterprise Adviser Network events/talks and presentations | Work Experience<br><br>BT/Openreach Recruitment and information event<br><br>‘Not Going to Uni’ event<br><br>Enterprise Adviser Network events/talks and presentations | Work Experience |
|---------|--|--|-----------------|

Please speak to our named IAG leader to identify the most suitable opportunity for you.