



THE PRIORY
LEARNING TRUST

Provider Access Policy

Policies approved by the Board of Trustees

Signed:

Name: John W. Richardson

Date: 4.2.19.

Chair of Board of Trustees

Authorised for Issue

Signed:

Name: NEVILL COLE

Date: 4/2/19.

Executive Principal

History of Policy Changes

Date	Version	Author	Origin of Change e.g. TU request, change in legislation	Changed by
Jan 2018	1	James Wilmot	Legislation	James Wilmot
Jan 2019	2	James Wilmot	Inclusion of TKASA in TPLT	James Wilmot

This policy applies to The Priory Learning Trust and all its academies.

Date policy adopted	September 2018
Review cycle	Annual
Review date	May 2019

Contents

1. Introduction and Pupil Entitlement
2. Management of provider access requests procedure
3. Opportunities for access
4. Stakeholders
5. Further steps
6. Premises and Facilities
7. Approval and Review

1) Introduction

This policy sets out TPLT's (Priory Community School Academy, The King Alfred School Academy & Worle Community School Academy) arrangements for managing the access of providers to pupils at school for the purpose of giving them information about their education or training offers. 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 involves 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.

2) Management of provider access requests procedure

A provider wishing to request access should contact **James Wilmot, Director of Careers**.
Telephone: **01934 511411**; Email: james.wilmot@theplt.org.uk

3) Opportunities for access

A number of events, integrated into TPLT's careers programme, will offer providers an opportunity to come into schools to speak to pupils and/or their parents/carers. The PLT should use a qualified professional who could be an appropriately trained member of school staff, to provide personal guidance interviews.

4) Stakeholders: TPLT welcomes contact from a wide range of stakeholders who support their staff, students and their families.

Details of College, Sixth Form, Apprenticeship Training Providers and University open evenings can be included in a monthly bulletin circulated to all students and families via Email, social media and tutors.

PDF files and web links are also welcome. TPLT uses leaflets sparingly.

Employer 'open door' and recruitment events can be included in the monthly bulletin and have a dedicated 'shout out' on social media.

Life satisfaction is not purely based on education and career choice. TPLT also welcomes any stakeholders who would like to promote an event or activity that will help our students have a positive experience and develop the skills to lead happy and healthy lives.

TPLT welcomes guest speakers from employment and education and will always accommodate previous students throughout the year. Tutor time and break time drop-ins are promoted via social media and tutors.

Assemblies follow pre-planned themes but some exceptions can be made if a guest speaker's content is relevant to the entire year group.

There is a careers presence at every parent evening and preference evening. FE and HE providers are welcome to attend.

TPLT's year 10 work experience programme runs in the summer term. Any offers of work placements will be gratefully received.

Any previous students, education providers, stakeholder and employers are welcome to support mock interview days. These are typically held in the summer term.

TPLT's students enjoy taking part in taster days, offsite events and competitions but curriculum delivery must come first so the school cannot attend them all. Please contact TPLT with your offer and the school will support when timetables allow. Support with travel costs are always welcome.

TPLT is happy to accommodate career practitioners and students who would like to visit and share best practice.

5) Further steps

1. Go to and 'Like' Worle Community School Academy's, Priory Community School Academy's & The King Alfred School Academy's Facebook pages to see details of ongoing events and activities.

2. Connect with James Wilmot on LinkedIn and Twitter for further 'shout outs'.

3. Visit the Worle Community School Academy, The King Alfred School Academy & Priory Community School Academy websites for monthly calendar activity updates.

Please speak to TPLT's Careers Leader (James Wilmot) to identify the most suitable opportunity for you.

6) Premises and Facilities

TPLT will make the main hall / auditorium, 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 offices of TPLT schools. The Careers offices are available to all students at lunch and break times.