



**Sir William Borlase's Grammar School Provider Access Policy**

**Original Policy Date: June 2018**

**Date Adopted:**

**Review date: May 2019**

**Name of responsible person:**

Signed .....
Chairman of Governors
Date .....

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 8-13 are entitled:

- to find out about 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 apprenticeships – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic courses and apprenticeships

A full range of opportunities will be published ongoing via the school calendar.

## Management of provider access requests

Please speak to our Careers Lead, Mrs Anita Pollard, to identify the most suitable opportunity for you- a guide is provided in Figure 1.

Telephone: 01628 816500, Email: [parents@swbgs.com](mailto:parents@swbgs.com)

External careers advice through Connexions will be made available to students as requested by appointment for every year group.

## 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 Head of Key Stage, Sixth Form or Careers Leader. Providers are welcome to leave a copy of their prospectus or other relevant course literature which will remain in the Learning Resource Centre, which is managed by the STEM coordinator. The Resource Centre is available to all students at lunch, break times and after school.

**Figure1:**

	Autumn Term	Spring Term	Summer Term
Year 8	Life Skills- class events during pshe and assemblies	Life Skills- class events during pshe and assemblies KS4 Option evening	Life Skills- class events during pshe and assemblies
Year 9	Life Skills- class events during pshe and assemblies	Careers speaker events including external visits	

Year 10	Life Skills- class events during pshe and assemblies		Careers speaker events Apprenticeship assembly including external visits
Year 11	Life Skills- class events during pshe and assemblies Taster classes for post 16 options	Exploring career plans including apprenticeships, university options and Morrisby online. Sixth Form Open Evening	
Year 12	Small group sessions: future education, training and employment opportunities. Work experience opportunities encouraged	Small group sessions: future education, training and employment opportunities	Careers Masterclasses: 2 day event University visits
Year 13	UCAS and Higher Degree Apprenticeships workshops and guidance		