



St Matthias School

Provider Access Policy

Introduction

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

Student entitlement

All students in years 8 to 11 St Matthias 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, e.g. through activities and events such as options events, assemblies and taster events
- 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 Rebecca Neath, Student Support.
Telephone: (01902) 556400; Email: enquiries@st-matthias.com

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 students and/or their parents:

Please speak to Rebecca Neath to identify the most suitable opportunity for you.

The school policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our students.

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.

Premises and facilities

The school will make the assembly room, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also

make available ICT equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Rebecca Neath or a member of our admin team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at Reception and will be available for students at lunch and break times.

Date of policy: **February 2022**