**CALDERDALE COLLEGE PROVIDER ACCESS POLICY**

**Introduction**

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.

**Student Entitlement**

All students:

* to find out about technical education qualifications, higher education and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available
* to hear from a range of local providers about the opportunities they offer, including technical education, higher education and apprenticeships
* to understand how to make applications for the full range of academic and technical course and apprenticeships.

**Management of provider access requests procedure**

A provider wishing to request access should contact:

Majid Bokhari, Careers Leader

Telephone: 01422 357357

Email: majidb@calderdale.ac.uk

**This is a policy of Calderdale College**

**Staff Responsible:** Majid Bokhari, Careers Leader

**Created:** February 2019

**Next Review:** July 2023

**Opportunities for access**

A number of events, integrated into the college’s careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Autumn Term** | **Spring Term** | **Summer Term** |
| Enhance curriculum | Oct – Dec | Jan – April | April - Jul |
| Freshers Fair | September |  |  |
| Apprenticeship Fair |  |  | May |

Please speak to our Careers Leader, Majid Bokhari to identify the most suitable opportunity for you.

**PREMISES AND FACILITIES**

The college will make a suitable space available, such as learning resource centre, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The college 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 Learning Resource Centre. The Learning Resource Centre is available to all students at lunch, break times and after school.