Horizon Community College Provider Access Policy

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PROVIDER ACCESS POLICY

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Section 1 Introduction

This policy statement sets out the college's arrangements for managing the access of providers to students for the purposes of giving them information about the provider's education or training offer. This complies with the college's legal obligations under Section 42B of the Education Act 1997 and underpins our student's entitlement to information and first-hand experience of all their post 16 options.

Section 2 Student Entitlement

Our students in years 7-11 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

- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through assemblies, options evenings, careers cafes and careers events

- Understand how to make applications for the full range of academic and technical courses

There will be a minimum of two encounters for students during the 'first key phase' (year 8 to 9) and a minimum of two encounters for students during the 'second key phase' (year 10 to 11). These are outlined in our Careers Programme and tracked.

We work with a variety of local providers, organisations, and business to ensure that our students have the most comprehensive list of post 16 options available to them both locally and nationally. Last year our students moved onto 12 different providers ranging across the post 16 qualifications. These figures can be accessed on request.

Section 3 Management of Provider Access Requests

A provider wishing to request access should contact Nicola Daykin, Post 16 Enrichment Co-ordinator, or the careers team.
Telephone: 01226 704230
Email: ndaykin@horizoncc.co.uk or careers@horizoncc.co.uk

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- Share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers

- Explain what career routes those options could lead to
- Provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider)

We welcome virtual encounters as well and are happy to integrate them within our student hub.

Providers can also leave any literature or prospectus which is available to all students in the Career's Hub and careers guidance office in college. This is available at all times for our students to access and we actively promote this information.

Numerous events, integrated into the careers programme, offer providers an opportunity to come into college to speak to students and/or their parents or carers:

Year 7 – assemblies, careers café, group activities
Year 8 – assemblies, careers café, group activities and careers fair
Year 9 – assemblies, careers café, group activities, options event, and careers fair
Year 10 – assemblies, careers café, group activities, subject tasters, masterclasses, and careers fair
Year 11 - assemblies, careers café, group activities, subject tasters, masterclasses, and careers fair

Please speak to Nicola Daykin to identify the most suitable opportunity for you.

All visitors would be expected to conform with the school's policy on safeguarding and child protection. This can be found on the school website.

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The school will make the Heart Space, sports hall, theatre, meeting rooms and classrooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available smartboards and other specialist equipment to support provider presentations. This will be discussed and agreed in advance of the visit with the Careers Team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception and we will display any relevant information within the college.