



Provider Access Policy Statement

Review cycle: Annually

Approval level: Governing body

Tier: 1

SLT Responsible for review: Careers Lead (staff)

Approved: May 2022

Next review date: May 2023

1. Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purposes 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.

2. Student entitlement

Students in years 8-11 are entitled to:

- 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.
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, assemblies and group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

3. Management of provider access requests

3.1 Procedure

A provider wishing to request access should contact:

Emily Stansfield, Careers Leader

Telephone: 01706 813558

Email: e.stansfield@todhigh.co.uk

3.2 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 pupils and/or their parents/carers:

	Autumn Term	Spring Term	Summer Term
Year 7	Assembly and Focus Time opportunities. Collapsed timetable ARCH Day.	Assembly and Focus Time opportunities. Collapsed timetable ARCH Day. National Apprenticeship Week Talks. National Careers Week Talks.	Assembly and Focus Time opportunities. Collapsed timetable ARCH Day. Tod High Alumni Week. Tod High Careers Fair.
Year 8	Assembly and Focus Time opportunities.	Assembly and Focus Time opportunities.	Assembly and Focus Time opportunities.

	Collapsed timetable ARCH Day.	Collapsed timetable ARCH Day. National Apprenticeship Week Talks. National Careers Week Talks.	Collapsed timetable ARCH Day. Tod High Alumni Week. Tod High Careers Fair.
Year 9	Assembly and Focus Time opportunities. Collapsed timetable ARCH Day. Options Evening.	Assembly and Focus Time opportunities. Collapsed timetable ARCH Day. National Apprenticeship Week Talks. National Careers Week Talks. What is University?	Assembly and Focus Time opportunities. Collapsed timetable ARCH Day. Tod High Alumni Week. Tod High Careers Fair. Post-16 Fair.
Year 10	Assembly and Focus Time opportunities. Collapsed timetable ARCH Day. Year 10 Progress Evening.	Assembly and Focus Time opportunities. Collapsed timetable ARCH Day. National Apprenticeship Week Talks. National Careers Week Talks.	Assembly and Focus Time opportunities. Collapsed timetable ARCH Day. Post-16 visits to a number of local Post- 16 providers. Tod High Alumni Week. Tod High Careers Fair. What is University?
Year 11	Assembly and Focus Time opportunities. Post 16 Fair. Post 16 Assemblies. Year 11 Progress Evening. Year 11 Revision and Next Steps Evening.	Assembly and Focus Time opportunities. National Apprenticeship Week Talks. National Careers Week Talks.	

Please speak to our named Careers Leader to identify the most suitable opportunity for you.

Todmorden High Schools policies on safeguarding and visitors can be found on the school website.

4. Premises and facilities

Todmorden High School will make the main hall, school gymnasium, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity.

Todmorden High School will also make available projectors 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 alternative member of staff.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Reception which can be shared with students both in the Careers Advisers office and in the Year 11 Common Room.