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| Full name of policy: | **Provider Access Policy Statement** | | |
| Name and post of person responsible: | Obi Onyido | | |
| Frequency of review: | Annually | | |
| Dates of previous reviews: | 05/2024, 09/25 | | |
| Date of next formal review: | September 2027 | | |
| Policy Reference: | All policies can be found in the 'Information for Staff' folder | | |
| Total number of pages: (Including appendices and front sheet) | 5 | | |
| Comments: | | | |
| | **Name (role):** | **Signature:** | **Date:** |
| Written: | Obi Onyido<br>Careers and Employability Lead | O Onyido | 29/04/21 |
| Reviewed: | Obi Onyido<br>Careers and Employability Lead | O Onyido | 29/10/26 |
| Ratified: | Jan Balon<br>Headteacher | J Balon | 5.11.26 |

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## 1. Aims

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

## 2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the Education Act 1997.

This policy shows how our school complies with these requirements.

## 3. Student entitlement

All students in years 12 to 13 at London Academy of Excellence Tottenham 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 and national providers about the opportunities they offer, including technical education and apprenticeships
- Understand how to make applications for the full range of academic and technical courses

## 4. Management of provider access requests

### 4.1 Procedure

To arrange access to students please contact Obi Onyido our Careers and Employability Lead via email at obi.onyido@laetottenham.ac.uk or on 0208 352 6038

### 4.2 Opportunities for access

As a school we offer a number of opportunities for students and parents/carers to find out about the world of work, careers, education and training beyond London Academy of Excellence Tottenham. A number of events, integrated into our 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 |
|---|---|---|---|
| YEAR 12 | Introduction to Careers and HE assembly<br><br>Futures Morning<br><br>Career Pathways Launch<br><br>Degree Apprenticeship club | Careers Fair<br><br>Mentoring Programme<br><br>Mock Interviews | Summer Opportunities Launch<br><br>Work Experience Preparation sessions<br><br>Medicine Work Experience |
| YEAR 13 | Degree Apprenticeship Application support Workshops<br><br>Careers Talks | Exclusive LAET Apprenticeship Assembly Launches with Key employer Partner | Alumni Networking Event |

### 4.3 Granting and refusing access

We will grant access to our students where we have specifically organised employability programmes that are timetabled into the school week. We will be unlikely to grant access to students where there are other whole school priorities or individual specific situations that mean access isn't ideal. These may include,

- Months prior to exams starting

- During exam periods

### 4.4 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.

### 4.5 Premises and facilities

The school will endeavour to provide access to appropriately sized classrooms or private meeting rooms available for discussions between the provider and the students. In some instances, these interactions may be online, in which case the school will facilitate the process of providing a link to meet on an online platform.

The school will provide necessary AV equipment to support presentations. This will be discussed and agreed in advance of the visit with the Careers Lead or a member of the team.

The school invites visitors to leave relevant information such as prospectuses, guides or leaflets that will be useful for the careers section of the library. These resources are available to students as and when they need it.

### *5. Monitoring arrangements*

The school's arrangements for managing the access of education and training providers to students are monitored by **Obi Onyido,** the school's **Careers and Employability Lead.**

This policy will be reviewed by **Obi Onyido** the schools **Careers and Employability Lead** on an annual basis.