



TANFIELD

SCHOOL

HARD WORK | TRUST | FAIRNESS

Provider Access Policy

Document Control

Document reference:	Provider Access Policy	Date implemented:	03/10/2018
Version:	1.2	Date modified:	18/10/2021
Revision due date:	03/02/2023		
Reviewed by:	Catherine Quigley	Date reviewed:	18/10/2021
Authorised by Governors at Curriculum and Standards Committee		Sign and date:	

Change History

Version	Date	Description
1.0	03/10/2018	Initial draft, start of document
1.1	03/02/2021	Full review
1.2	18/10/2021	Full review

Related Documents/Policies

References	Title
	Department for Education Careers Guidance and Access for Education and Training Providers: statutory guidance, July 2021
	Section 42B Education Act 1997

Contents

1. Introduction	4
2. Student entitlement	4
3. Management of provider access requests	4
3.1 Procedure	4
3.2 Opportunities for access	4
4. Premises and facilities	5

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.

2. Student entitlement

Students in years 8-11 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.
- 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.

Tanfield School also provides opportunities for year 7 students to consider potential career pathways.

3. Management of provider access requests

3.1 Procedure

A provider wishing to request access should contact Dr Catherine Quigley (Assistant Headteacher: Personal Development).

Telephone: 01207 232881

Email: cquigley@tanfieldschool.co.uk

3.2 Opportunities for access

A number of events, integrated into the school's careers program, will offer providers an opportunity to come into school to speak to pupils and/or their parents or carers. The full careers programme is available to view on the school website.

Year groups	Autumn Term	Spring Term	Summer Term
7	<ul style="list-style-type: none"> ●Careers focus week ●PSHE / Assembly opportunities 	<ul style="list-style-type: none"> ●Careers focus week ●PSHE / Assembly opportunities 	<ul style="list-style-type: none"> ●Careers focus week ●PSHE / Assembly opportunities
8	<ul style="list-style-type: none"> ●Careers focus week ●PSHE / Assembly opportunities ●1:1 careers interviews 	<ul style="list-style-type: none"> ●Careers focus week ●PSHE / Assembly opportunities ●1:1 careers interviews 	<ul style="list-style-type: none"> ●Careers focus week ●PSHE / Assembly opportunities ●1:1 careers interviews
9	<ul style="list-style-type: none"> ●Careers focus week ●PSHE / Assembly opportunities 	<ul style="list-style-type: none"> ●Careers focus week ●Parents evening ●PSHE / Assembly opportunities 	<ul style="list-style-type: none"> ●Careers focus week ●PSHE / Assembly opportunities
10	<ul style="list-style-type: none"> ●Careers focus week ●PSHE talks from local FE centres ●PSHE / Assembly opportunities 	<ul style="list-style-type: none"> ●Careers focus week ●Parents evening ●Careers fair ●PSHE / Assembly opportunities 	<ul style="list-style-type: none"> ●Careers focus week ●PSHE / Assembly opportunities ●1:1 careers interviews

	<ul style="list-style-type: none"> ● 1:1 careers interviews 	<ul style="list-style-type: none"> ● 1:1 careers interviews 	
11	<ul style="list-style-type: none"> ● Careers focus week ● Parents evening ● FE mop up sessions for application clinics ● PSHE / Assembly opportunities ● 1:1 careers interviews 		

Please speak to our named Careers Co-ordinator to identify the most suitable opportunity for you.

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

4. Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The 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 Co-ordinator or a member of the pastoral team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Reception.