

Kimberley School Provider Access Policy

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to students 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](#).

Schools must ensure that there is an opportunity for a range of education and training providers to access registered students during the relevant phase of their education for the purpose of informing them about approved technical education qualifications or apprenticeships. The purpose of this policy is to set out the circumstances in which education and training providers will be given access to registered students for the purpose of informing them about approved technical education qualifications or apprenticeships.

Procedure

A provider wishing to request access to students in Years 8 to 11 should contact The Careers Leader through the main reception. For students in Years 12 and 13, providers should contact the Assistant Head Teacher responsible for the Sixth Form. No other members of staff are able to authorise access to students for the purposes set out within this policy.

Opportunities for access

There are a number of ways in which providers can access students at the school. These include sharing literature electronically or by student post; displaying posters in relevant areas of the school; information in the school careers' library; student notices; attending events or talking with groups of students in classes or assemblies.

If providers are invited into school then the school will follow appropriate safeguarding procedures, dependant on the circumstances of the event. These procedures will be agreed with the Designated Safeguarding Lead.

The school will always seek to enable providers to have access to students where it is to the students' benefit to raise their awareness of the provider's education. However, the school does reserve the right to deny access to students in circumstances that will be detrimental to the students, for instance:

- The provider's information is already available to students and to take them away from other activities in the school to repeat this would be detrimental.
- There is no reasonable opportunity for a provider to talk in assemblies, tutor time or PSHE sessions because of a pre-planned programme of events.
- The provider's is offering students' qualifications that are already provided at The Kimberley School or are not approved technical education qualifications or apprenticeships.

Where it is not possible to accept a request for a provider to attend an event in school, the two staff identified above will explore other ways of communicating this information to students, drawing on the examples given in this policy.

Premises and facilities

If providers are invited into school, then the relevant member of staff will work with them to ensure that they have access to the premises and facilities that they require as long as this is not detrimental to the smooth day to day running of the school.

Approved - Summer Term 2018

Review – Summer Term 2022