



Joseph Swan Academy

Provider Access Policy*

**A "provider" is an organisation which provides education/training to post-14, post-16 or post-18 students e.g. apprenticeships, further education colleges, sixth form colleges, work-based training, Higher Education, technical colleges*

2018 - 2019

To be reviewed September 2019

Joseph Swan Academy

Provider Access Policy

Introduction

This policy statement sets out the Academy's arrangements for managing the access of providers to students at the Academy for the purposes of giving them information about the provider's education or training offer. This complies with the Academy's legal obligations under Section 42B of the Education Act 1997.

Student entitlement

Students in Years 8-13 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

Management of provider access requests

Procedure

A provider wishing to request access should contact Phil Partington, Director of Enrichment and Extension Studies

Telephone: 0191 4422000

Email: philpartington@josephswan.org.uk

Opportunities for access

A number of events, integrated into the Academy careers programme, will offer providers an opportunity to come into the Academy to speak to students and/or their parents:

	Autumn Term	Spring Term	Summer Term
Year 8	Careers "Speed Dating" Event Whole Academy Progress Evening Assembly and tutor group opportunities	Assembly and tutor group opportunities	Assembly and tutor group opportunities Year 8 Progress Evening
Year 9	Whole Academy Progress Evening Assembly and tutor group opportunities	KS4 Choices Evening Year 9 Progress Evening Assembly and tutor group opportunities	Assembly and tutor group opportunities
Year 10	Careers "Speed Dating" Event Year 10 Progress Evening Whole Academy Progress Evening	Assembly and tutor group opportunities	Assembly and tutor group opportunities Year 10 Progress Evening
Year 11	Year 11 Progress Evening Whole Academy Progress Evening Assembly and tutor group opportunities	Year 11 Progress Evening Post 16 Choices Evening Assembly and tutor group opportunities	Post 16 taster sessions Assembly and tutor group opportunities

	Autumn Term	Spring Term	Summer Term
Year 12	Work Experience Assembly Post 18 assembly – Choices Whole Academy Progress Evening Assembly and tutor group opportunities	Assembly and tutor group opportunities Year 12 Progress Evening	Assembly and tutor group opportunities
Year 13	Assembly and tutor group opportunities Post 18 assembly – Choices Whole Academy Progress Evening	Year 13 Progress Evening Assembly and tutor group opportunities	Assembly and tutor group opportunities

Please speak to our Director of Enrichment and Extension Studies to identify the most suitable opportunity for you.

The Academy statement on safeguarding and Safeguarding and Child Protection Policy (links below) set out the Academy's approach when allowing providers into the Academy as visitors to talk to our students.
<http://smartfuse.s3.amazonaws.com/6ef3d08824d8b34b0848f9855af38b29/uploads/2014/03/Safeguarding.pdf>
<http://smartfuse.s3.amazonaws.com/6ef3d08824d8b34b0848f9855af38b29/uploads/2014/03/JSA-Child-Protection-Policy-September-2016.pdf>

Premises and Facilities

The Academy will make the Main Hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The Academy will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Director of Enrichment and Extension Studies.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with us. We will make these available to all students in our Careers Resource Area.