

Ormiston Forge Academy

# Provider Access Policy

February 2018



Approved by the Senior Leadership Team under powers delegated by the Governing Body:  
**Feb 2018**

Review period: **Feb 2020**

## 1. Introduction

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

## 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.

## 3. Management of provider access requests

### 3.1 Procedure

A provider wishing to request access should contact, Rachel McCarthy, Director of Work Related Learning and IAG.

Telephone: 01384 566598      Email: [rachel.mccarthy@oatforge.co.uk](mailto:rachel.mccarthy@oatforge.co.uk)

### 3.2 Opportunities for access

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

	Autumn Term	Spring Term	Summer Term
<b>Year 8</b>	Assembly and tutor group opportunities Collapsed timetable day for PSHE input. Options Evening	Assembly and tutor group opportunities Collapsed timetable day for PSHE input	Assembly and tutor group opportunities Collapsed timetable day for PSHE input. Parents' Evening
<b>Year 9</b>	Careers evening Assembly and tutor group opportunities Collapsed timetable day for PSHE input.	Assembly and tutor group opportunities Collapsed timetable day for PSHE input. Parents' Evening	Assembly and tutor group opportunities Collapsed timetable day for PSHE input.
<b>Year 10</b>	Careers Evening Assembly and tutor group opportunities Collapsed timetable day for PSHE input.	Assembly and tutor group opportunities Collapsed timetable day for PSHE input.	Assembly and tutor group opportunities Collapsed timetable day for PSHE input. Parents' Evening

	Autumn Term	Spring Term	Summer Term
<b>Year 11</b>	Y11 Matters Evening Assembly and tutor group opportunities Collapsed timetable day for PSHE input.	Assembly and tutor group opportunities Collapsed timetable day for PSHE input. Parents' Evening	

Please speak to our named IAG leader to identify the most suitable opportunity for you.

The academy policies on safeguarding and visitors sets out the academy's approach to allowing providers into academy as visitors to talk to our students. These can be found on the academy website.

#### **4. Premises and facilities**

The academy will make the sports hall, lecture theatre and classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The academy 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 IAG 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.