



Access Policy

Policy reviewed annually by the Headteacher and Governors.

Hope School and College Access Policy

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. This complies with the school'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 Helen Leach Assistant Head teacher

Telephone: 01942 824150 Email: h.leach@hope.wigan.sch.uk

Opportunities for access

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

	Autumn Term	Spring Term	Summer Term
Year 8	PSHE + C – People who work in school.	Careers Day	Enterprise Challenge
Year 9	PSHE + C – Project to raise money for a local charity – Enterprise work	Careers Day	Enterprise Challenge

Year 10	Vocational Taster Days	Vocational Taster Days Options	Vocational Taster Days Options
	Autumn Term	Spring Term	Summer Term
	Options Enterprise Education	Careers Day Transition Event Enterprise Education	Enterprise Challenge Enterprise Education
Year 11	Vocational Taster Days Options Enterprise Education	Vocational Taster Days Options Careers Day Transition Event Enterprise Education	Vocational Taster Days Options Enterprise Challenge Enterprise Education
Year 12	E.V.E (Enterprise, Volunteering and Employment) Work Placements Options – Links with Post 19 Providers	E.V.E (Enterprise, Volunteering and Employment) Work Placements Options – Links with Post 19 Providers Careers Day Transition Event	E.V.E (Enterprise, Volunteering and Employment) Work Placements Options – Links with Post 19 Providers Preparation for Work Accreditation
Year 13	E.V.E (Enterprise, Volunteering and Employment) Work Placements Options – Links with Post 19 Providers	E.V.E (Enterprise, Volunteering and Employment) Work Placements Options – Links with Post 19 Providers Careers Day Transition Event	E.V.E (Enterprise, Volunteering and Employment) Work Placements Options – Links with Post 19 Providers

Year 14	E.V.E (Enterprise, Volunteering and Employment) Work Placements Options – Links with	E.V.E (Enterprise, Volunteering and Employment) Work Placements Options – Links with Post	E.V.E (Enterprise, Volunteering and Employment) Work Placements Options – Links with
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	Autumn Term	Spring Term	Summer Term
	Post 19 Providers	19 Providers	Post 19 Providers
	Transition Day Visits to Post 19 Providers	Transition Day Visits to Post 19 Providers	Transition Day Visits to Post 19 Providers
	Visits from Post 19 Providers	Visits from Post 19 Providers	Visits from Post 19 Providers
		Careers Day	

Please speak to our named Careers Leader to identify the most suitable opportunity for you.

The school policy on safeguarding [\[link\]](#) sets out the school's approach to allowing providers into school as visitors to talk to our students.

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 AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian. The Resource Centre is available to all students at lunch and break times.

Approval and review

Approved by Governors at Curriculum and Standards Committee Next Reviewed annually

Signed: Christine Slonker Chair of Governors

Sue Lucas Head teacher