

## Harborne Academy Provider Access Policy

This policy statement sets out the school'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 7-11 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/vocations.

### Management of provider access requests procedure

A provider wishing to request access should contact Mrs Samera Dhansey, AHT for Careers, or Miss Soriah Lewin, Careers Co-ordinator, by either telephoning the Academy on 0121 464 2737 or email on [enquiry@harborneacademy.co.uk](mailto:enquiry@harborneacademy.co.uk)

### Opportunities for access

A number of events, integrated into the Academy careers programme, will offer providers an opportunity to come into school to speak to students:

	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
Year 7	KUDOS Log-in and Familiarisation	KUDOS Update	National Apprenticeship Week  KS3 Thinking About Your Career Booklet	KS3 My Career Action Plan Booklet	KS3 My Career Action Plan Booklet	KUDOS update

<b>Year 8</b>	<b>Careers Questionnaire</b>  <b>KUDOS Update</b>  <b>KS3 My Career Action Plan Booklet</b>	<b>KUDOS Update</b>	<b>National Apprenticeship Week</b>	<b>KUDOS Update</b>	<b>Careers: Assumption or Fact?</b>	<b>Job Overview Sheets</b>
<b>Year 9</b>	<b>Careers Questionnaire</b>  <b>KUDOS update</b>	<b>KUDOS Update</b>  <b>Options Taster</b>  <b>Options Choices</b>	<b>National Apprenticeship Week</b>	<b>KUDOS update</b>	<b>KUDOS update</b>	<b>KUDOS Update</b>
<b>Year 10</b>	<b>KUDOS update</b>	<b>KUDOS Update</b>	<b>National Apprenticeship Week</b>  <b>Careers Questionnaire: 2</b>	<b>KUDOS Update</b>	<b>Post-16 Application Support</b>  <b>1:1 Careers Session</b>	<b>KUDOS Update</b>
<b>Year 11</b>	<b>1:1 Application Support</b>  <b>Birmingham Careers Service SEND support</b>  <b>KUDOS update</b>	<b>PSHE Day 1: Career Ready</b>  <b>Birmingham Careers Service</b>	<b>National Apprenticeship Week</b>  <b>SG Tracking</b>  <b>Birmingham Careers Service</b>	<b>Application Support</b>  <b>SG Tracking</b>  <b>Birmingham Careers Service</b>	<b>Application Support</b>  <b>SG Tracking</b>  <b>Birmingham Careers Service</b>	<b>Application Support</b>  <b>SG Tracking</b>  <b>Birmingham Careers Service</b>

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

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

### **Premises and facilities**

The Academy will make the main hall, sports hall(s), library, 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 Careers Co-ordinator or the Senior Leadership Team link.

Providers are welcome to leave a copy of their prospectus or other relevant course literature in the 'Careers Corner' in the Academy library. The Academy library is available to all students before Academy hours, break times, lunchtimes, and after Academy hours.

### **Approval and review**

This Policy will be reviewed on an annual basis by the Governors' Curriculum and Monitoring Committee.