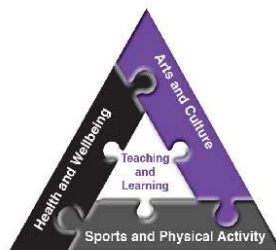


# New College Leicester



## PROVIDER ACCESS POLICY

### Introduction

This policy statement sets out the College's arrangements for managing the access of providers to pupils at the College for the purposes of giving them information about the provider's education or training offer. This complies with the College'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: **Fiona Rogers, Careers Leader:**  
Telephone: 0116 231 8500 Email: [frogers@newcollege.leicester.sch.uk](mailto:frogers@newcollege.leicester.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 – please see Appendix 1: Annual Calendar of Events.

Please speak to our named Careers Co-ordinator to identify the most suitable opportunity for you. The College's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website [www.newcollege.leicester.sch.uk](http://www.newcollege.leicester.sch.uk)

#### Premises and facilities

The College will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. We 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. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Co-ordinator who will distribute the relevant information to pupils.

## APPENDIX 1: ANNUAL CALENDAR OF EVENTS

Last review date: 03.10.2019

Person Responsible: Mrs Jane Brown (Principal)

**APPENDIX 1: ANNUAL CALENDAR OF EVENTS**

|                | <b>Autumn Term</b>  | <b>Spring Term</b>   | <b>Summer Term</b>   |
|----------------|---|--|--|
| <b>Year 8</b>  | <b>Introduction to Start U-Explore programme</b>  | <b>University experience days</b>  | <b>Outside Speakers<br/>LLEP Adviser assembly</b>  |
| <b>Year 9</b>  | <b>University experience days - where your options can take you</b>   | <b>Option process begins<br/>Options evening<br/>presentation to parents<br/>Options assembly</b>    | <b>Outside speakers<br/>Different pathway options available post 16</b>  |
| <b>Year 10</b> | <b>HE Careers Fair</b>  | <b>University experience days</b>  | <b>Future education, training and employment options presentations<br/>Outside speakers - world of work assemblies</b> |
| <b>Year 11</b> | <b>Mock Interviews<br/>HE Careers Fair<br/>Apprenticeship workshops<br/>1:1 Connexions adviser<br/>personal guidance<br/>Positive Steps @16<br/>application process</b> | <b>CV Workshops<br/>1:1 Connexions adviser<br/>personal guidance<br/>Q &amp; A employer assembly</b> | <b>Exams &amp; Results</b>   |