

PROVIDER ACCESS POLICY

June 2018

Approved by Governing Body: 10th July 2018
Endorsed by Q&C: 26th June 2018
Reviewed by SMT: 1st July 2020
Next review: Summer 2021 by SMT



Provider Access Policy

Introduction

This policy statement sets out the College of Richard Collyer's arrangements for managing the access of providers to pupils at the college for the purpose 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

All students in years 12-13 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 events, 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:

Lucy Hargreaves, Employability Programme Co-ordinator

Telephone: 01403 216586 Email: LAH@Collyers.ac.uk

Opportunities for access

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

Employability Programme – This programme runs on Tuesday mornings for those students identified as unlikely to go to university, we build their employability skills via taught sessions, 1:1 and small group work and visits from local employers and industry experts, in order to make them 'work ready'.

Regular Enrichment Events – Throughout the academic year employers and providers come to Collyer's to speak to students about what they do and any opportunities available (including work experience opportunities, apprenticeships, sponsored exam schemes etc.).

HE Evenings – In April each year we run two evenings with guest speakers to explain to students and parents the various elements involved in going to university.

Next Steps Evenings – In February each year we run an evening event for current students and parents to show them alternatives to (and different ways in which to access) university. In addition, we run a Next Steps evening for year 11 groups from our Horsham partner schools. At each of these Next Steps events we offer a careers fair featuring stands from between 20 to 40 external organisations potentially offering an employment or training pathway.

Challenge of Management – In July each year we offer 100 students a whole day event with local employers and business leaders, working together on management tasks, to increase their employability skills.

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

Premises and facilities

The college will make the main hall, sports hall, memorial hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity.

The college 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 Employability Co-ordinator or appropriate contact within a subject area.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the college Library, which is managed by the college Library team. The Library is available to all students and open until 6.30pm Monday to Thursday and 5.00pm Friday (all academic year) and until 7.30pm Monday to Thursday (from February Half Term until the end of June). Students studying Adult Education programmes are able to use the Library during the daytime by special arrangement with the Library staff.