



# Castle View Enterprise Academy

## Provider Access Policy

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<b>Date Ratified by Governing Body</b>	2 July 2021
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### ***SIGNATURES:***

<b>CEO Head of School</b>	Mrs J. Bridges Mrs J. Owens
<b>Chair of Governors</b>	Mrs H. Mottram

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the Education Act 1997.

This policy statement sets out the Academy's arrangements for managing the access of education and training providers to students at the Academy for the purposes of giving them information about the provider's education or training offer.

It sets out:

- procedures in relation to requests for access.
- the grounds for granting and refusing requests for access.
- details of premises or facilities to be provided to a person who is given access.

### **Student Entitlement**

Students in years 8 to 11 at Castle View Enterprise Academy are entitled to:

- find out about technical education qualifications and apprenticeships opportunities, as part of our careers programme which provides information on the full range of education and training options available at each transition point.
- hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships through options evenings, assemblies, group discussions and taster events.
- understand how to make applications for the full range of academic and technical courses.

### **Management of provider access requests**

A provider wishing to request access should contact:

Contact Name: Mrs Emma McDermott, Assistant Vice Principal / Careers Leader  
Telephone: 0191 594 6330  
Email: [careers@cvea.co.uk](mailto:careers@cvea.co.uk) or [enquiries@cvea.co.uk](mailto:enquiries@cvea.co.uk)

The careers programme offers a range of opportunities for providers to speak to students and / or their parent / carers. These include:

- careers fairs.
- work experience.
- employability workshops.
- career insight talks.
- mentoring.
- collapsed timetable days.

- STEM events.
- workplace visits.
- visits to FE and HE institutions.
- careers education within curriculum areas.

Please contact the Careers Leader to identify the most suitable opportunity.

The Academy policy on safeguarding outlines out the Academy's approach to checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this policy. A copy of this policy is available on request by contacting [enquiries@cvea.co.uk](mailto:enquiries@cvea.co.uk) and is published on the Academy website.

### **Premises and Facilities**

The Academy will make the main hall, classrooms or 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 Leader and the Facilities team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature for the careers library which is situated within our careers room.

### **Links to other Policies**

This policy links to the Academy policies for Safeguarding, Curriculum, Careers and PSHE.

### **Monitoring**

The Academy's arrangements for managing the access of education and training providers to students is monitored by the Principal.

This policy will be reviewed by the Careers Leader every two years to ensure that it continues to meet the needs of students, parents and staff and that it is in line with current DfE advice and guidance.

At each review the policy will be approved by the Governing Body.