



DAME ALICE OWEN'S SCHOOL

DRAFT - PROVIDER ACCESS STATEMENT

This statement will be incorporated within the updated Careers Education, Information, Advice and Guidance Policy which will be published when ratified by the Governing Body.

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose 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.

Aims

Our school aims to ensure that all pupils 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 a variety of events including the Careers Fair;
- 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 Mrs C Whiter, Head of Careers
Telephone: 01707 622867; Email: whiterc@damealiceowens.herts.sch.uk

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 for 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 with the Careers Library which is accessible during break or lunchtime or the main library which is managed by the school librarian. Online resources or links are welcome for the school's Careers Google site.

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/carers. Please speak to the Head of Careers to identify an appropriate opportunity for you.

Year	Autumn Term	Spring Term	Summer Term
8	Assembly opportunities	Assembly opportunities	Assembly opportunities EFT - Risks and consequences. Making financial decisions. Learning for Life Game.
9	Assembly opportunities	Assembly opportunities EFT -Understanding careers and future aspirations. KS4 Options evening Careers Fair Careers Talks Week	Assembly opportunities EFT - Reflecting on learning skills and progress in KS3. Newspaper Day – Focus on Media.
10	Assembly opportunities	Assembly opportunities Careers Fair Careers Talks Week	Assembly opportunities Preparation for work experience. Morrisby Test.
11	Assembly opportunities EFT - Understanding the period of transition Skills for employment and career progression. KS5 options evening	Assembly opportunities Careers Fair Careers Talks Week	A week's work experience after GCSE exams.
12	Assembly opportunities EFT – Introduction of Careers resources available. Study skills	Assembly opportunities Preparation for HE Careers Fair Careers Talks Week	Assembly opportunities Registration for UCAS UCAS Fair?
13	Application to University/Art Foundations/Music Conservatoire. Workshops for alternatives to HE.	Careers Fair Careers Talks Week	

NB: EFT = Effective Form-time