



**RUSHEY MEAD**  
**ACADEMY**

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PROVIDER ACCESS POLICY

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### **1. Aims**

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their 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

### **2. Statutory requirements**

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 shows how our school complies with these requirements.

### **3. Student entitlement**

All students in years 7 to 11 at Rushey Mead Academy are entitled to:

- Find out about technical education qualifications and apprenticeship 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.
- Understand how to make applications for the full range of academic and technical courses.

#### 4. Management of provider access requests

##### 4.1 Procedure

A provider wishing to request access should contact Marie Butler, Careers Advisor who will arrange suitable arrangements with the provider.

Telephone: 0116 2663730

Email: [careers@rushey-tmet.uk](mailto:careers@rushey-tmet.uk)

##### 4.2 Opportunities for access

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

	Autumn term	Spring term	Summer term
Year 7	<p><u>Unifrog Activities</u> Careers Library Treasure Hunt 1. What are skills?</p> <div style="border: 1px solid black; padding: 5px;"> <p>Careers and your future Managing Change Unit Gatsby Benchmark <b>Life Beyond School</b></p> </div>	<p><u>Unifrog Activities</u> Interests Profile.</p>	<p><u>Unifrog Activities</u> Recording Activities. What's your dream job?</p>
Year 8	<p><u>Unifrog Activities</u> What does success mean to you? Careers terminology.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Employability skills Proud to be Me Unit Gatsby Benchmark <b>Life Beyond School</b></p> </div> <div style="border: 1px solid black; padding: 5px;"> <p>Exploring Careers Proud to be Me Unit Gatsby <b>Life Beyond School</b></p> </div>	<p><u>Unifrog Activities</u> Careers Library Treasure Hunt 2.</p>	<p><u>Unifrog Activities</u> GCSEs – Choices, Choices. Activities &amp; competencies bingo.</p>
Year 9	<p><u>Unifrog Activities</u> What makes a great leader? Talking about your activities.</p>	<p><u>Unifrog Activities</u> Subject library treasure hunt. Wellbeing – Be kind to yourself.</p> <p><u>Other Activities</u> How to choose your GCSE options and how they link to careers.</p>	<p><u>Unifrog Activities</u> Identifying Interests. Your skills, your team, your future.</p> <p>Work experience preparation sessions</p>
Year 10	<p><u>Unifrog Activities</u> Personality Profile.</p>	<p><u>Unifrog Activities</u> Careers Library Treasure Hunt 4.</p>	<p><u>Unifrog Activities</u> What makes a great team player?</p>

	<p>How to research possible placements. How to contact employers.</p> <p><u>Other Activities</u></p> <p>Self-Awareness presentation and activity – What can you change to improve your chance of achieving your goals?</p> <div data-bbox="145 450 459 672" style="border: 1px solid black; padding: 5px;"> <p>Employment Rights Rights &amp; Responsibilities Unit Financial Education/Gatsby <b>Life Beyond School</b></p> </div> <div data-bbox="145 672 459 893" style="border: 1px solid black; padding: 5px;"> <p>Exploring a pay cheque Rights &amp; Responsibilities Unit Financial Education/Gatsby <b>Life Beyond School</b></p> </div>	<p>CVs and cover letters.</p> <p><u>Other Activities</u></p> <p>Year 10 work experience for 1 week – 4<sup>th</sup> – 8<sup>th</sup> April 2022</p> <p>Promotion of virtual work experience opportunities from SpringPod and Speakers for Schools.</p>	<p>Unifrog Escape Room</p> <p><u>Other Activities</u></p> <p>Start of 1:1 careers advice meetings to talk about colleges, courses, apprenticeships, university courses and careers.</p>
<p><b>Year 11</b></p>	<p><u>Unifrog Activities</u></p> <p>Post 16 – Choices, choices Busting BTEC myths A Level choices</p> <p><u>Other Activities</u></p> <p>Stop the Clock sessions in October to support the college application process.</p> <p>Continuing 1:1 careers advice meetings with students.</p> <div data-bbox="145 1447 459 1668" style="border: 1px solid black; padding: 5px;"> <p>Writing a personal statement Your Future and Beyond Unit Gatsby Benchmark <b>Life Beyond School</b></p> </div> <div data-bbox="145 1668 459 1854" style="border: 1px solid black; padding: 5px;"> <p>Writing a C.V Your Future and Beyond Unit Gatsby Benchmark <b>Life Beyond School</b></p> </div>	<p><u>Unifrog Activities</u></p> <p>Introduction to apprenticeships. Wellbeing: Recognising and managing stress &amp; anxiety. Revision Techniques – Good vs bad</p> <p><u>Other Activities</u></p> <p>Mock Interviews in school 26<sup>th</sup> &amp; 27<sup>th</sup> January to promote student confidence with college meetings.</p> <p>NCS launch</p> <p>Careers support with college interviews</p> <div data-bbox="639 1601 967 1823" style="border: 1px solid black; padding: 5px;"> <p>Dealing with exam stress and anxiety Your Future and Beyond Unit S.H T6 <b>Life After School</b></p> </div>	<p><u>Unifrog Activities</u></p> <p>Coping with changes: Leaving secondary school</p> <p>Careers support with college interviews</p> <p>Apprenticeships talk with ASK Apprenticeships</p>

Whole School Sessions:

Lunch Time Career Talk sessions take place over the lunchtime period at least once a term. Students are allowed to freely sign up to these if they are interested in the specific career offered.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

#### 4.3 Granting and refusing access

- The Careers team are available in the library during lunchtime every Monday to speak to Year 11 students
- Students are able to make 1:1 appointments with the Careers Advisor
- Students are not able to come out of lessons without prior permission being given by their tutor/Careers Advisor.

#### 4.4 Safeguarding

See Rushey Mead Academy's safeguarding policy [here](#)

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

#### 4.5 Premises and facilities

- Careers events are usually held in the theatre or classrooms depending on the number of students/parents in attendance. Rushey Mead Academy are able to provide laptops, audio and visual equipment.
- Establish what facilities and equipment need to be used for the provider, once confirmed contact the specific departments (IT, premises, catering) to arrange these provisions.
- Providers are able to leave any literature for students to look through, e.g. prospectuses or leaflets.

#### 5. Links to other policies

All policies can be found on the Rushey Mead website: - <https://www.rushey-tmet.uk/our-academy/policies/>

- Safeguarding/child protection policy
- ICT User Policy
- Parent and Visitor Code of Conduct

#### 6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Careers Leader.

This policy will be reviewed by Careers Leader annually. At every review, the policy will be approved by the governing board/ the Senior Leadership Team and the Principal.

Version	Date	Author	Reason for Change
0.1	03/12/2020	HMU	New policy.
0.2	12/10/2021	NTH	Updated.