

HAMMERSMITH

**Academy**

# **PROVIDER ACCESS POLICY**

## **Technical Education and Apprenticeships**



## **Hammersmith Academy: Provider Access Policy**

### ***Technical Education and Apprenticeships***

#### **Introduction**

This policy statement sets out the school's arrangements for managing the access of providers to students at the school for the purposes of giving them information about the provider's education or training offer with regard to technical education or apprenticeships. This complies with the school's legal obligations under Section 42B of the Education Act 1997, as amended by the Technical and Further Education Act 2017.

#### **Pupil entitlement**

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 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:

Sophie Harrowes	Careers Leader
Telephone	020 8222 6000
Email	sharrowes@hammersmithacademy.org

##### **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.

The school calendar varies from year to year, so providers need to contact the Careers Leader to identify the most suitable opportunity. Events are usually arranged well in advance, so it is essential that providers contact us early in the academic year to be involved in our planning. Please speak to our Careers Leader to identify the most suitable opportunity for you.

	Autumn Term	Spring Term	Summer Term
Year 8	<ul style="list-style-type: none"> <li>Careers Drop Down Day</li> </ul>	<ul style="list-style-type: none"> <li>National Careers/Apprenticeship Week Assembly</li> </ul>	
Year 9	<ul style="list-style-type: none"> <li>Careers Drop Down Day</li> </ul>	<ul style="list-style-type: none"> <li>National Careers/Apprenticeship Week Assembly</li> </ul>	
Year 10	<ul style="list-style-type: none"> <li>Careers Drop Down Day</li> </ul>	<ul style="list-style-type: none"> <li>National Careers/Apprenticeship Week Assembly</li> </ul>	
Year 11	<ul style="list-style-type: none"> <li>Post-16 Info Evening (inc. parents)</li> <li>Careers Drop Down Day</li> </ul>		<ul style="list-style-type: none"> <li>Results Day</li> </ul>
Year 12	<ul style="list-style-type: none"> <li>Careers Drop Down Day</li> <li>Insight Programme</li> </ul>	<ul style="list-style-type: none"> <li>Insight Programme</li> </ul>	<ul style="list-style-type: none"> <li>Insight Programme</li> </ul>
Year 13	<ul style="list-style-type: none"> <li>Careers Drop Down Day</li> </ul>	<ul style="list-style-type: none"> <li>Insight Programme</li> </ul>	<ul style="list-style-type: none"> <li>Insight Programme</li> <li></li> </ul>

### **Premises and facilities**

The school will make facilities available for discussions between the provider and students, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations where appropriate. This will all be discussed and agreed in advance of the visit with the Careers Leader.

Providers are welcome to provide relevant brochures and other printed material specifically related to technical courses and apprenticeships; these will be made available to students in the Careers section of the school Library.

### **Approval and review**

Approval	Headteacher	January 2018
Review	Curriculum Committee	July 2019