

## Provider Access Policy

<b>Approved by:</b>	Cumbria Education Trust Board
<b>Date:</b>	30 April 2018
<b>Proposed review date:</b>	Annually
<b>Owner:</b>	Director of Business Leadership

### REVIEW SHEET

The information in the table below details earlier versions of this document with a brief description of each review and how to distinguish amendments made since the previous version date (if any).

<b>Version Number</b>	<b>Version Description</b>	<b>Date of Revision</b>
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## **Introduction**

This policy statement sets out Cumbria Education Trust's arrangements for managing the access of providers to pupils and students within the Trust for the purpose of giving them information about the provider's education or training offer. This complies with our Academies legal obligations under Section 42B of the Education Act 1997.

## **Student entitlement**

Students 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 evenings, 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:

Cumbria Education Trust - **Tracey Hill**

Telephone: 016977 45700 / Email: [thill@cumbriaeducationtrust.org](mailto:thill@cumbriaeducationtrust.org)

William Howard School – Mr J Connolly

Telephone 016977 45700 / email: [JConnolly@williamhoward.cumbria.sch.uk](mailto:JConnolly@williamhoward.cumbria.sch.uk)

Workington Academy – Mr M Bedford

Telephone 01900 873926 / email: [mbedford@workingtonacademy.org](mailto:mbedford@workingtonacademy.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 students and/or their parents – please see individual school websites for Calendar of Events.

Please speak to our named Careers Lead to identify the most suitable opportunity for you. The Trust's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website [www.cumbriaeducationtrust.org](http://www.cumbriaeducationtrust.org)

### **Premises and facilities**

Cumbria Education Trust will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils/students, as appropriate to the activity. We will also make available other specialist equipment to support provider presentations, if required. This will all be discussed and agreed in advance of the visit with the Careers Lead. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Lead who will distribute the relevant information to students/pupils.