# 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.

# 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 7 to 14 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](https://www.legislation.gov.uk/ukpga/1997/44/section/42B).

This policy shows how our school complies with these requirements.

# 3. Management of provider access requests

A provider wishing to request access should contact: The Head teacher, a member of SLT or the Careers Lead in school.

Telephone: 01539 792100 Email: [admin@sandgateschool.org.uk](mailto:admin@sandgateschool.org.uk)

Careers Lead: Julia Wilson [jwilson@sandgateschool.org.uk](mailto:jwilson@sandgateschool.org.uk)

Careers Co-ordinator: Katy Moore [kmoore@sandgateschool.org.uk](mailto:kmoore@sandgateschool.org.uk)

**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.

**Safeguarding**

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. Monitoring arrangements

The school’s arrangements for managing the access of education and training providers to students is monitored by Julia Wilson – Career Lead and Katy Moore – Career co-ordinator and the feedback from students and staff.

This policy will be reviewed by the Careers Lead and SLT annually. At every review, the policy will be approved by the school governors.

**Careers** **Leader**: Mrs Julia Wilson

**Contact:** jwilson@sandgateschool.org.uk **Tel:** 01539 792100 or 01539 743950