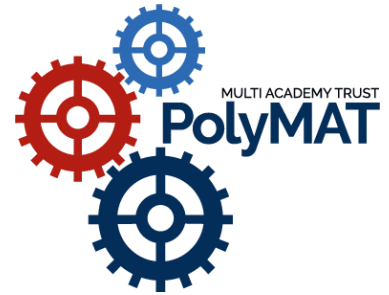




Woolwich Polytechnic  
**School for Girls**



## **WOOLWICH POLYTECHNIC SCHOOL FOR GIRLS**

### Provider Access Policy and Statement

Reviewed August 2021  
Approved: December 2021  
Revision due: December 2022

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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 8 to 11 at Woolwich Polytechnic School for Girls are/will be entitled to:

- Unbiased, impartial and up to date CIAG from school and other agencies.
- To be treated with respect and as an individual regardless of ability, age, sex, religion or cultural background.
- To be offered help and support when you need it.
- To be treated with appropriate confidentiality.
- To be given access to up to date careers information about post-16 and post-18 opportunities.
- To be informed about meetings and events which will help you in your career planning decisions.
- To have access to professional help if necessary.
- 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 Ms Eilertsen the school's Careers Co-ordinator.

Telephone: 0208 059 2800

Email:

teilertsen@woolwichpolygirls.co.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:

|                                     | <b>Autumn term</b>  | <b>Spring term</b>  | <b>Summer term</b>                            |
|-------------------------------------|---|---|---|
| <b>Year 7</b>                       | <i>Y7 Interactive Parents Evening<br/>Assembly and tutor group opportunities</i>  | <i>Assembly and tutor group opportunities</i>   | <i>Assembly and tutor group opportunities</i> |
| <b>Year 8</b>                       | <i>Assembly and tutor group opportunities</i>   | <i>Key Stage 4 Options<br/>Parents' Evening<br/>GCSE Taster Week<br/>Assembly and tutor group opportunities</i> | <i>Assembly and tutor group opportunities</i> |
| <b>Year 9</b>                       | <i>Y9 Parent Information Evening<br/>Assembly and tutor group opportunities</i>   | <i>Assembly and tutor group opportunities</i>   | <i>Assembly and tutor group opportunities</i> |
| <b>Year 10<br/>(from Sept 2022)</b> | <i>Assembly and tutor group opportunities<br/>Skills London Event</i>   | <i>Assembly and tutor group opportunities<br/>Work Experience</i>   | <i>Assembly and tutor group opportunities</i> |
| <b>Year 11<br/>(from Sept 2023)</b> | <i>Y11 Progression Fair<br/>Y11 Interactive Parents' Evening<br/>Assembly and tutor group opportunities<br/>Skills London Event</i> | <i>Y11 Parents' Evening<br/>Assembly and tutor group opportunities</i>  | <i>Assembly and tutor group opportunities</i> |

Please speak to our Careers Co-ordinator to identify the most suitable opportunity for you or to discuss the possibility creating a new event.

#### 4.3 Granting and refusing access

We will grant access requests that meet the following criteria:

- Requests from Ofsted-registered 11-19 providers
- That are reasonable and do not impact on existing educational provision for our students

#### 4.4 Safeguarding

All visitors are subject to our safeguarding/child protection policy, which 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.

Photographs may be taken with prior notice given to the school. The usage of the media to be agreed by the Careers Co-ordinator, Head of Year and our Designated Safeguarding Officer.

#### 4.5 Premises and facilities

The school will make the sports hall, activity hall, lecture theatre, classrooms or meeting room 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 possible). This will all be discussed and agreed in advance of the visit with the Careers Leader.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the reception, which will then be distributed to the most appropriate place within the setting so pupils can access at an appropriate time, these can be addressed to the Careers Leader.

This policy will be reviewed by the Careers Leader and Business Manager annually. At every review, the policy will be approved by the Local Academy Committee.

#### Appendix – Careers entitlement poster

### Careers Education, Information, Advice and Guidance (CEIAG) at Woolwich Polytechnic School.

#### **As a student you are entitled to:**

**Unbiased, impartial** and up to date CIAG from school and other agencies.

To be treated with **respect** and as an individual regardless of **ability, age, sex, religion or cultural background**.

To be **offered help** and support when you need it.

To be treated with appropriate **confidentiality**.

To be given access to **up to date careers information** about post-16 and post-18 opportunities.

To be informed about meetings and events which will **help** you in **your career planning decisions**.

To have access to **professional help** if necessary.



*Abena Oppong-Asare Labour MP  
for Erith & Thamesmead  
speaking to Year 7s*



*A range of female role models  
from builders to business  
entrepreneurs to actresses  
speaking to Year 8s*

#### **As a student you should:**

Be prepared to be **active in helping yourself** as well as expecting others to help you.

Be prepared to be **realistic** when looking at **post 16 and post 18** opportunities.

Be prepared to **work hard** in order to reach your full potential and become a **contributing member of society**.