


Buckler's Mead Academy



Policy Document

PROVIDER ACCESS POLICY

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Responsible Person:	Careers Co-Ordinator
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<i>Please note: The version of this document contained within the 'Policy Documents' Folder on BMStaff (T:\Admin\Policies and Procedures) is the only version that is maintained.</i>	

Provider Access Policy for Careers Delivery and Guidance

This policy sets out the Academy's arrangements for managing the access of careers providers to students at Buckler's Mead Academy for the purpose of giving information and guidance about the education and training on offer, both in the local area and nationally. This complies with the Academy's legal obligations under Section 42B of the Education Act 1997 and is in line with the more recent Government Careers Strategy published in December 2017.

Pupil entitlement

All pupils in years 8-11 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, group discussions and performances, taster events and careers fairs;
- To understand how to make applications for the full range of academic and technical courses as well as how to search and apply for apprenticeships.

Management of provider access requests

Procedure

Any provider wishing to request access should contact:

Mrs Rachael Howe
Careers and Work Experience Co-ordinator
01935 424454
rhowe@bucklersmeadacademy.com

Opportunities for Access

A number of events throughout the school year, integrated into our current Academy Careers Programme, will offer providers an excellent opportunity to come into the Academy to speak to students and/or their parents/carers. We aim to expand the number of these events in the future so please feel free to get in contact if you would like to get involved. Please see our current timetable of events below:

Year	Autumn Term	Spring Term	Summer Term
8	Life Skills in Tutor Groups	GCSE Specialised Curriculum Evening	Aim Higher College Taster Day

9	PiXL Colleges at Parents Evening HE Month	PiXL Life Skills in Tutor Groups	PiXL Enterprise Event
10	Post-16 Assemblies Colleges at Parents Evening	Work Experience Preparation in Tutor Groups	College Experience Day Work Experience
11	Careers Fair Colleges at Parents Evening	Academic Mentoring with Tutors	

Please speak to our Careers Co-ordinator if you would like to be involved and to identify the opportunity most suited to you.

Premises and Facilities

The Academy has a main hall with retractable lecture theatre style seating and excellent AV equipment as well as private meeting rooms, which can all be made available for discussions between a provider and students. We also can make a number of classrooms available, depending on the activity involved. If necessary, we can also provide a number of extra AV and specialist equipment to support any presentations. Use of any Academy equipment or facilities will need to be discussed and agreed in advance of the visit with the Careers Co-ordinator or a member of the Senior Leadership Team.

Providers are welcome to leave a copy of their prospectus or any other relevant marketing and course literature with Reception and this will be displayed in the Careers Library in the Study Centre. This is managed by Mrs Rachael Howe, the Careers Co-ordinator. Material in the Careers Library is available to students at break and lunchtime as well as before and after school and during set Careers Guidance appointments.