



Watford Grammar School for Girls

Provider Access Policy

First Date of Issue	29.03.18 approved by SLT
Next review date 3 years	March 2024

Introduction

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

Aims

Our school aims to ensure that all pupils in years 7-13 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 Mrs Stacey Arazi, Head of Careers. Telephone: 01923 223403 Email: s.arazi@watfordgirls.herts.sch.uk

Premises and facilities:

The school will make the halls, classrooms or meeting rooms available for meetings between providers and students as appropriate to the activity. The school will also make available AV and other equipment to support the presentation. This will be discussed and agreed in advance of the visit with the Head of Careers.

Providers are welcome to leave copies of their prospectus or other relevant course literature at the Careers Library, which is managed by the Careers Assistant. The Careers Library is available to all students at lunch and break times, and to Sixth Form students all day.

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. Please speak to our Head of Careers to identify an appropriate opportunity for you.

The school's policy on safeguarding sets out the school's approach to allowing providers into the school as visitors to talk to our students.

	Autumn Term	Spring Term	Summer Term
Year 7	Assembly opportunities	Assembly opportunities	Assembly opportunities Careers in PACE lessons – visitor to forms
Year 8	Assembly opportunities	Assembly opportunities	Assembly opportunities Careers in PACE lessons. Including: Visitor to forms; Employability skills
Year 9	Assembly opportunities Careers in PACE lessons. Including: UTC information; Social media and employers	Assembly opportunities Post 14 options evening	Assembly opportunities
Year 10	Assembly opportunities	Assembly opportunities Careers in PACE lessons. Including: CV writing; Interview skills; Finance	Assembly opportunities
Year 11	Assembly opportunities on post 16 options Careers in PACE lessons. Including information on: Sixth form; College; Apprenticeships; UTC; Higher education; ITP Post 16 options evening	Assembly opportunities Apprenticeship application support	Assembly opportunities Apprenticeship application support Post 16 taster sessions
Year 12	Assembly opportunities on post 18 options Careers in Forum lessons. Including: Post 18 options; Work experience; Study skills; Employability	Assembly opportunities Careers in Forum lessons. Including: UCAS process; Choosing a university; Choosing courses; Making an Oxbridge application	Assembly opportunities Mock interviews Careers in Forum lessons. Including: Personal statements; Interview skills
Year 13	Assembly opportunities on post 18 options Post 18 application support	Assembly opportunities Apprenticeship application support Careers in Forum lessons. Including: Student finance; Transition to university life; Graduate recruitment	Assembly opportunities Apprenticeship application support