



Rugby Free

Secondary School



Provider Access Policy

Policy Details

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Document Approver	Trust Board
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Revision History

Revision	Date	Details	Approved by
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1. Introduction

This policy statement sets out the school's arrangements for managing the access of providers to students 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.

2. Student entitlement

All students 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

SEND students are now entitled to careers guidance as a primary group (April 2024 amendment)

3. Management of provider access requests

Procedure

A provider wishing to request access should contact Phil Edwards (SLT)

Telephone: 01788 222060;

Email: philip.edwards@rugbyfreesecondary.co.uk

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms 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. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the careers team. The Resource Centre is available to all students on request.

4. 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/carers:

	Autumn Term	Spring Term	Summer Term
Year 7	Assembly and Lesson opportunities. Collapsible PSHE timetable days.	Assembly and Lesson opportunities. Collapsible STEMM timetable days.	Assembly and Lesson opportunities. Collapsible PSHE timetable days.
Year 8	Options Evening Assembly and Lesson opportunities. Collapsible PSHE timetable days.	Assembly and Lesson opportunities. Collapsible STEMM timetable days. Careers Fair	Assembly and Lesson opportunities. Collapsible PSHE timetable days.
Year 9	Assembly and Lesson opportunities. Collapsible PSHE timetable days.	Assembly and Lesson opportunities. Collapsible STEMM timetable days.	Assembly and Lesson opportunities. Collapsible PSHE timetable days.
Year 10	Assembly and Lesson opportunities. Collapsible PSHE timetable days. Mock interview and CV writing workshops. Careers Fair – My world of Work	Assembly and Lesson opportunities. Collapsible Careers Education days.	Assembly and Lesson opportunities. Collapsible PSHE timetable days. Careers Education Visits
Year 11	Assembly and lesson opportunities. Collapsible PSHE timetable days Mock interview and CV writing workshops. 6 th form taster sessions	Assembly and Lesson opportunities. Collapsible Careers Education days. 6 th form Taster sessions	Assembly and Lesson opportunities. Collapsible Careers Education days. Careers Education Visits
Year 12/13	Assembly and lesson opportunities. Collapsible PSHE timetable days University visits	Assembly and Lesson opportunities. Collapsible Careers Education days. 6 th form Taster sessions	Assembly and Lesson opportunities. Collapsible Careers Education days. Careers Education Visits

Please speak to our Careers Leader to identify the most suitable opportunity for you.

Safeguarding is a priority at RFSS. Please read the schools safeguarding approach to allowing visitors to talk to our students and providers into school. This can be found on our website.