



Provider Access Policy

Reviewed September 2021

1. **AIMS**

- 1.1 To be a Catholic school where all members of the community live according to Gospel values and the principles and teachings of Mary Ward, promoting the virtues of freedom, sincerity, justice, truth and joy, to allow all members of the community to feel secure and able to work and live in an atmosphere of courtesy and respect.
- 1.2 The Governors seek to ensure that the values of Mary Ward are reflected in the planning and delivery of all policies. The principle values covered by this policy are:
 - **Freedom** – This policy ensures that pupils will have access to information to enable them to make informed decisions and thereby take charge of their own lives and futures.
- 1.3 To create a caring and stable environment, in which each person is respected as an individual with unique gifts, talents and ambitions, and is given the freedom and confidence to develop these.

2. **GUIDING PRINCIPLES**

- 2.1 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.
- 2.2 **Pupil entitlement**
 - 2.2.1 All pupils in Years 8 - 13 are entitled:
 - To find out about technical education qualifications and apprenticeship 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.
- 2.3 **Management of provider access requests procedure**
 - 2.3.1 A provider wishing to request access should contact Mrs C. Wicks, Careers Lead (cwicks@loreto.herts.sch.uk) or 01727 856206.
- 2.4 **Opportunities for access**
 - 2.4.1 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 check

our careers section of the school website for more information or alternatively, speak to our Careers Leader, Mrs C. Wicks.

2.5 Premises and Facilities

- 2.5.1 The school will make the main hall, studio, 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.
- 2.5.2 Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Leader who will place it in the careers area in the Mary Ward building.