

Policy Statement on all Post 16 Providers Access to Thomas Keble School

Thomas Keble wishes to ensure that a range of education and training providers have access to students to inform them about their options, including approved technical education qualifications and apprenticeships. The school encourages students to explore a range of pathways, in order to find an option that best suits their needs.

As required in the Technical and Further Education Act 2017 and the Statutory Guidance 2018 this policy statement sets out how this access to school might happen in practice.

Student Entitlement

Students in Years 8-11 are entitled:

- To find out about technical education qualifications and apprenticeship opportunities, as part of the 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 evenings, assemblies, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

Procedures

- Input from external providers will take place throughout a student's time at school, but particularly when there are choices to be made in Y9 and Y11.
- There will be opportunity for providers to attend events including assemblies, drop-in sessions, Year 9 Options Evening and Post 16 evening. The school will set the timing of such events to maximise the benefit to pupils and/or parents.
- Providers are invited to contact the Careers Coordinator at school should they wish to discuss coming into school or attending one of these events. Providers are encouraged to give as much notice as possible, with a minimum of three weeks' notice. Please be aware that responses are likely to be slower during holiday periods.
- After this initial request, the details of the request and any requirements can be explored and agreed.
- The school reserves the right to decline requests for a number of reasons, including (but not restricted to) the following:
 - if such attendance would provide an imbalanced view of available provision (e.g. several apprenticeship providers at an event and no colleges);
 - if the provider's input would not be relevant to a particular event;
 - if the request is not timely (e.g. students have already heard from similar providers during the year, or if they are involved in end of year exams);
 - if the information is not seen to be in the best interest of pupils (e.g. if the provider is promoting a 'hard-sell' of their provision, rather than enabling students to make an informed decision; or there are concerns about the ethics or quality of the provision).

In such cases, the Careers Coordinator (who supports the delivery of impartial Careers Education, Information, Advice and Guidance [CEIAG] across the school) would inform the provider of this decision and the reason why.

If the provider wishes to appeal this decision they can contact the Headteacher who has responsibility for CEIAG at the school.

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

Premises and facilities

The school will make the main hall, classrooms or the training room available for discussions between the provider and students as appropriate to the activity. The school will also make available specialist equipment to support the provider's presentations. This will all be discussed in advance of the visit with the Careers Coordinator or a member of the team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the school and this will be made available to students.