Statement on Provider Access

This statement sets out the school’s arrangements for managing the access of providers to students at Hove Park 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.

**Student Entitlement**

All pupils in years 8-13 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**

A provider wishing to request access should contact Ms Jo Roberts, Careers Education & Guidance Coordinator by email on joroberts@hovepark.org.uk

**Opportunities for access**

There are several events within the school careers programme which offer providers an opportunity to come into school to speak to students and/or their parents/carers. These opportunities will vary from year to year but will include:

* Year 11 Information evening (Oct)
* Year 9/10 Information Evening (Oct)
* Weekly year group assemblies (Ongoing)
* Y8 Options lessons (Jan/Feb)
* Y8 Options evening (Feb)
* Y10 Careers Fair (July)

Other opportunities can be considered on a case-by-case basis – contact our Careers Education & Guidance Coordinator for more information.

**Premises and facilities**

The school can 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 audio visual and any other specialist equipment we have on site 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 copies of their prospectus or other relevant course literature with our Reception, from where it will be passed on to our Careers Advisor or to our Careers Library, which is available to all students at lunch and break times.

**Granting and refusing access**

Reasonable efforts will be made to accommodate requests. Requests will be granted where the provider has a reasonable geographic distance to the school, or a history of progression for students from the school. Providers will need to be registered with the appropriate authorities and need to demonstrate they are compliant with all relevant legislation in relation to GDPR, Keeping Children Safe, and Equal Opportunities legislation under the Equality Act 2010.

**Safeguarding**

Our safeguarding and child protection policies outline the school’s procedure for checking the identity of visitors. The suitability of visitors is confirmed by the Designated Safeguarding Lead. Education and training providers will be expected to adhere to this policy.

**Monitoring arrangements**

The school’s arrangements for managing the access of education and training providers to students is monitored by Jo Roberts, Careers Education & Guidance Coordinator . This policy will be reviewed by the school leadership team every 3 years.