



Provider Access Arrangements (CEIAG)

This policy should be read in conjunction with:

- **Careers Education, Information, Advice and Guidance Policy (CEIAG)**

Introduction and Rationale

This policy statement sets out the Academy's arrangements for managing the access of providers (who are giving information about their education or training offer) to students at the Academy. This policy meets the requirements of:

- Section 42B of the Education Act 1997.
- Department for Education (DfE) Statutory Careers Guidance and Access and for Education and Training Providers January 2018.
- The Careers and Enterprise Company - GATSBY Benchmarks.

Purpose

This policy statement aims to set out our School's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer.

It sets out:

- What students are entitled to.
- Procedures and opportunities in relation to requests for access.
- The grounds for granting and refusing requests for access.

Student entitlement

All students in years 7 to 13 at Marling School are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities, as part of our careers programme which provides information on the full range of education and training options available at each transition point.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships.
- Understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

Procedure

Providers wishing to speak to students of Marling School should contact our CEIAG Lead, Andrew MacDonald on 01453 762251 or apm@marling.school



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Opportunities for access

A number of events, integrated into the Academy careers programme, are listed below. If you would like to support any of the following events, please use the contact details above.

	Autumn Term	Spring Term	Summer Term
KS3	Careers Assembly Week KS4 Options Sessions	Careers Assembly Week	Careers Assembly Week
KS4	Careers Speaker sessions	Careers Speaker sessions Futures Fair Employability Days	Mock Interview Days Taster Day
KS5	Careers Speaker sessions	Careers Speaker sessions Futures Fair Post 16 Evening	

Dates and further information about these events can be found on the School website or by contacting the Careers Leader.

Information can also be shared through;

- Assemblies.
- Targeted small groups.
- Using the CEIAG Google Classroom.

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

Granting and refusing access

All requests should be emailed at least 6 weeks (a school half term) in advance of an expected date for the planned session. All requests will be given due consideration by Marling School's CEIAG Lead Person and requests will be refused if:

- They impinge on students' preparation for public or internal exams.
- They clash with other School events such as visits, other speakers, well-being days, School photographs, sports days, public or internal exams, parents/carers' communication events etc.
- The School is unable to provide staff to support the presentation or talk due to previous commitments.
- Rooming for the talk or event is unable to be found due to timetabling clashes.

Responses to requests will come from the School CEIAG lead or Head of Key Stage 4 (responsibility for coordinating careers programme with CEIAG lead).

If you have any questions, please do not hesitate to contact our CEIAG lead.