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# PARKWOOD HALL CO-OPERATIVE ACADEMY

## Parkwood Hall Co-operative Academy

"Growth through Personal and Social Learning"

### Statutory Policy File

#### PROVIDER ACCESS POLICY

Index No: 13 (v1.0)

*Parkwood Hall Co-operative Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment'*

#### Our Core Values



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## PROVIDER ACCESS POLICY

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Parkwood Hall is a Co-operative Academy and we have adopted the values of the co-operative movement to assist us as we govern the school. We have also developed values for learning and teaching that inspire our students and staff alike.

Our co-operative values are self help, self responsibility, democracy, equality, equity, solidarity, honesty, openness, social responsibility and caring for others. These are the ways in which we do things at our school and they sit at the heart of all our policy development.

### 1 AIMS

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:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

### 2 STATUTORY REQUIREMENTS

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the Education Act 1997.

This policy shows how Parkwood Hall complies with these requirements.

### 3 STUDENT ENTITLEMENT

All students in years 8 to 13 at Parkwood Hall are entitled to and we will support them 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

#### 4 MANAGEMENT OF PROVIDER ACCESS REQUESTS

##### 4.1 Procedure

A provider wishing to request access should contact Steve Forder Deputy Principal.

Telephone: 01322 618007 Email: [steve.forder@parkwoodhall.co.uk](mailto:steve.forder@parkwoodhall.co.uk)

##### 4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

<p>KS3</p>	<p>Focus on developing skills for life, linked to the core values of Cooperation, Creativity and Independence are a key curriculum focus.</p> <p>Students develop skills and knowledge across Words for Living, Communication and Numbers for Life, with an emphasis on application of these skills. These are accredited via Functional Skills qualifications</p> <p>A full range of options post KS3 are discussed by our Student Liaison Inclusion Manager at yearly pre annual review meetings, with parents and carers.</p> <p>Where a parent/student expresses an interest in changing provision post KS3 this is then explored via the annual review process in conjunction with local authorities and children services, if involved.</p>
<p>KS 4</p>	<p>Focus on developing skills for life, linked to the core values of Cooperation, Creativity and Independence are a key curriculum focus.</p> <p>Life-skills (independence skills) and creative arts are accredited via modular qualifications.</p> <p>Students continue to develop skills and knowledge across Words for Living, Communication and Numbers for Life, with an emphasis on application of these skills. These are accredited via Functional Skills qualifications from Entry Level 1 upwards.</p> <p>A full range of options post KS4 are discussed by our Student Liaison Inclusion Manager at yearly pre annual review meetings, with parents and carers.</p> <p>Where a parent/student expresses an interest in changing provision post KS4 this is then explored via the annual review process in conjunction with local authorities and children services, if involved.</p> <p>Students and parents are signposted to a range of post 16 providers and are supported in making visits to these providers.</p> <p>If required support staff accompany students on visits to post 16 providers to support their effective transition and experience.</p>
<p>Year 12</p>	<p>Students continue to develop skills and knowledge across Words for Living, Communication and Numbers for Life, with an emphasis on application of these skills. These are accredited via Functional</p>

	<p>Skills qualifications from Entry Level 1 upwards</p> <p>Vocational taster lessons run across the year within life-skill sessions .</p> <p>Focus on developing work experience skills through development of attitudes linked to the core values of cooperation, collaboration and independence.</p> <p>Travel training and social skills in the wider community support students to develop a breadth of understanding around leisure and work related opportunities.</p> <p>A full range of post 19 options are discussed by our Student Liaison Inclusion Manager at yearly pre annual review meetings, with parents and carers. Where a parent/student expresses an interest in changing provision this is explored via the annual review process in conjunction with local authorities and children services, if involved.</p> <p>Support is provided for parents in identifying possible future provisions and access to these providers supported by our Students Inclusion Liaison manager. Students and Parents are encouraged to visit a range of providers across KS4 and 5 to ensure they have a clear preference for when choices are required prior to the final transition review.</p>	
	<p>Across the yr 13/14</p>	<p>There is an emphasis on employability skills and independent life skills across the curriculum. Students learning is accredited against modular vocational qualifications that develop positive work related skills, attitudes and knowledge.</p> <p>Students attend college for 1 day per week undertaking a range of vocational skills and life-skill courses to support their preparation for post 19 experiences.</p> <p>Students continue to undertake accredited learning focusing on vocational skills and functional literacy and mathematics.</p>
<p>Year 13/14</p>	<p>Autumn</p>	<p>A full range of post 19 options are discussed by our Student Liaison Inclusion Manager at yearly pre annual review meetings, with students and parents/ carers.</p> <p>In their final year students are actively involved in discussing their onward provision and choices including, college, residential college, assisted living and supported traineeships.</p> <p>Students have taught sessions with regards post 19 options in different areas as well as individualised foci on requirements for these.</p>
	<p>Spring &amp; Summer</p>	<p>Students are allocated a work coach who engage students in choosing and identifying work experiences.</p> <p>Work experience provided both in school and outside of school using external provider.</p> <p>External providers are granted access to students who have expressed an interest in attending their provision and students are actively supported to attend open days and assessments.</p>

Please speak to our Deputy Principal Steve Forder to identify the most suitable opportunity for you.

[stephen.forder@parkwoodhall.co.uk](mailto:stephen.forder@parkwoodhall.co.uk)

School phone: 01322664441

Mobile: 07376581533

### **4.3 Granting and refusing access**

Access to students will be granted:

- At events detailed in the above table
- At bespoke meetings with providers in agreement with parents

Access to students will be refused:

- In accordance with parental wishes
- When pupil's cognitive abilities are such that they would not understand the content of a session
- In accordance with student wishes

### **4.4 Safeguarding**

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

**Education and training providers will be expected to adhere to this policy.**

### **4.5 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 Deputy Principal or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the school. The Careers Leader will ensure that students have access to these materials at suitable times and upon request.

## **5 LINKS TO OTHER POLICIES**

- Safeguarding Policy
- Curriculum Guidance
- Assessment policy

## **6 MONITORING ARRANGEMENTS**

The school's arrangements for managing the access of education and training providers to students is monitored by Stephen Forder, Deputy Principal.

**APPROVAL**

This Policy was written for Parkwood Hall Co-operative Academy and will be reviewed by the Curriculum and Strategy Committee on a 3-yearly cycle and must be signed.

Date Policy Reviewed:	
Date of Next Review:	10/1/22
Signature of Governor: <i>(for statutory policies only)</i>	Signature of Principal:
Date:	Date:

Version and Date		Action/Notes
1.0	10/1/19	Creation of document.