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Westfield Academy

Provider access policy statement

Sept 2020. Review Sept 2024

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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 our school complies with these requirements.

3. Student entitlement

All students in years 8 to 13 at Westfield Academy 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

4. Management of provider access requests

4.1 Procedure

Anyone wishing to have access to speak to students should initially contact the academy via the email address. admin@westfield.academy. Depending on the nature of the contact, the appropriate member of staff will then make contact.

A provider wishing to request access should contact; admin@westfield.academy

Telephone: 01923 231560

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.

Please make contact to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Where the contact would support students with making plans for their futures and open them up to new opportunities, the requests will always be granted. Where we don't believe that the request fits with our ethos or isn't in the best interest of the students it will be denied.

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 main school hall would be available. This has audio-visual resources and seating for approx. 250 individuals.

5. Links to other policies

- › Safeguarding/child protection policy
- › Careers guidance policy
- › Curriculum policy

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by the School Business Manager.

This policy will be reviewed every 4 years by the School Business Manager.

At every review, the policy will be approved by the governing board.