

## **St Johns Special School and College - Provider Access Policy Statement**

### **Introduction**

This policy statement sets out the school's arrangements for managing access of providers to pupils at the 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.

### **Pupil Entitlement**

All pupils in Year 8-13 are entitled:

- To find out about technical education qualifications and apprenticeships opportunities appropriate to their abilities and skills, as part of a careers programme which provides information on the full range of education and training options available at each transition point.
- To learn from a range of local providers about the opportunities they offer - including technical education, apprenticeships, traineeships and supported internships - through link provision courses, taster events, work experience opportunities and provision specific to the student's Outcomes as stated within their Education Health and Care Plan (EHCP).
- To understand how to make applications for the full range of academic and technical courses.

St Johns Special School and College recognises the significant role parents and carers have in supporting their young people to make decisions about their adult life. As such, it is considered equally important that parents and carers are provided with information about the full range of education and training options available at each transition point, through information, advice and guidance given at their son/daughter's EHCP Annual Review meetings, parent / carer drop-in sessions, specific Preparing for Adulthood information, advice and guidance sessions and consultation evenings.

### **Management of provider access requests**

#### **Procedure**

A provider wishing to request access should contact Nikki Sedgman, Transitions Manager on:

Telephone: 01234 345565

Or

Email: [transition@st-johns-school.co.uk](mailto:transition@st-johns-school.co.uk)

## Opportunities for access

A number of events, integrated into students' individualised curriculums (as defined by their Education Health Care Plan and informed by the school's careers programme) offer an opportunity to providers to come into school to speak to pupils and/or their parents / carers:

- Where agreed as appropriate to students, the school can facilitate bespoke sessions about future education, training and employment options in partnership with the provider
- Small group / 1:1 sessions delivered to students as part of their individualised curriculum,
- Parent/Carer Drop In sessions (this would be specific to parents/carers only)
- An annual Information, Advice and Guidance session for parents/carers and students that provides information about the four key areas of Preparing for Adulthood - Education; Independent Living; Good Health; and Friendships, relationships and community.

The school also organises a number of link course experiences to a range of local further education and training providers. This concrete experience has been found to be an effective and meaningful way for the majority of students to understand what the provider can offer to them.

Please speak to our Transitions Manager to identify the most suitable opportunity for you.

## Premises and Facilities

The school will make the main hall, classrooms or private meeting rooms available for activities or events, as appropriate to the activity and student group. Wherever possible, the school will make available AV and other specialist equipment to support provider activities or events. This will be discussed and agreed in advance of the visit with the Transitions Manager or a member of the Senior Leadership team.

Providers are welcome to leave a copy of their prospectus of other relevant course literature with the Transitions Manager, who will make it available at all relevant events and provide this to students, and parents/carers as agreed during a student's EHCP Annual Review meeting.

## Approval and review

Approved *[date]* by Governors at *[name of committee meeting]*

Next review:

Signed: *[name]* Chair of Governors

*[name]* Headteacher