



Trafford Alternative Education Provision



TRAFFORD HIGH SCHOOL
Trafford, Greater Manchester

Provider Access Policy

[2019]

Policy Name:	Provider Access Policy
Policy Number:	55
Date of Approval:	April 2019
Review Date:	April 2020
Person Responsible:	Lynda Thompson Executive Headteacher
Approved By:	Lynda Thompson Executive Headteacher
For Action By	All Staff



Trafford Alternative Education Provision

Our Mission Statement:

Trafford Alternative Education Provision

Trafford High School (THS) - Trafford Medical Education Service (TMES)

Is committed to providing....

A 21st Century education that promotes the academic, emotional and social development of our students. Our aim is to create a holistic, nurturing and inspiring environment where students are supported and encouraged to take charge of their lives, their learning and their decisions. Every student will have an understanding of their personal journey, challenges and future opportunities. All will be encouraged to become independent thinkers and learn to value and respect others thus enabling them to meet the challenges of the wider world. In partnership with parents, carers, schools and outside agencies we will provide students and staff with a positive and supportive learning experience.

We will achieve our vision by constantly thinking about the bigger picture, working as one team, valuing our staff and their continual development and by frequently reviewing, debating and developing the curriculum.

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1. Aims

This policy statement aims to set out Trafford Alternative Education Provision 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 11 at Trafford Alternative Education Committee 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

A provider wishing to request access should contact

THS	TMES
Emma Keen	Jasmin Boyes
TEL: 0161 912 1479	TEL: 0161 912 4766
Emma.Keen@Trafford.Gov.Uk	Jasmin.Boyes@Trafford.Gov.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:

	Autumn term	Spring term	Summer term
Year 8	Assembly and tutor group opportunities - employability skills	ACE Careers morning	Careers workshop
Year 9	Assembly and tutor group opportunities - employability skills	ACE Careers morning	Careers workshop
Year 10	Assembly and tutor group opportunities - employability skills	ACE Careers morning	Careers workshop
Year 11	Assembly on opportunities at 16	ACE Careers day Skills City	121 Career's Exit Meeting

Please speak to Jasmin Boyes TMES and Emma Keen THS to identify the most suitable opportunity for you.

4.3 Safeguarding

Our Safeguarding and 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.

4.4 Premises and facilities

- A designated room will be available for providers equipped with smart board and laptop can leave prospectuses or other material for students to read
- Providers can leave prospectus at reception with Zoe Hines THS and Joanne Scanlon TMES

5. Links to other policies

- Safeguarding and Child Protection Policy
- Curriculum Policy

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Lynda H. Thompson.

This policy will be reviewed by Lynda H. Thompson annually. At every review, the policy will be approved by the Executive Headteacher.