

Clifton Hill School

Document	Provider Access Policy
Content	Procedures for managing requests from external providers.
Status	Statutory
Review period	3 Years
Author	Sinead O'Connor
Governors' Committee Responsible	Learning & Achievement Committee
Links to other policies	Safeguarding Policy Careers Policy Educational Visits Policy
Policy approved	Lucy Wijsveld
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1	Autumn 2021	

Setting

Clifton Hill is a Surrey County Council funded community school for students aged 11-19 years who have severe or profound multiple learning difficulties, autistic spectrum disorder, challenging behavior and complex health needs. This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Rationale

This policy statement sets out Clifton Hill's arrangements to comply with the school's legal obligations under Section 42B of the Education Act 1997 "Opportunity for a range of education and training providers to access registered students during the relevant phase of their education for the purpose of informing them about approved technical education qualifications or apprenticeships."

Introduction

At Clifton Hill, we aim to prepare our students for the next stage in their lives; to be successful learners, responsible citizens and confident individuals, using a personalized approach to meet their individual needs.

Publications used to create and review our current provision are:

- Careers & Enterprise Framework
- Gatsby Foundation Good Careers Guidance – Highlights eight good practice benchmarks – The SEND Gatsby
- DFE Careers guidance and access for education and training providers

- CDI (Career Development Institute) ACEG framework

Students Entitlement

All students in years 8-14 are entitled to a quality programme of careers education, customised to student's individual pathways. Some of the areas to be included are:

- Access to impartial, meaningful and achievable careers advice and information
- Opportunities to meet and hear from a range of local providers about future options. This can include supported learning/internships, apprenticeships, college placements, day centres and work placements. Information to be provided through taster sessions, group discussions, transition events-fairs, work experience/college placements.
- Students will have the chance to take part in an enriched programme to help understand how to make applications for the full range of academic or social programmes. Where this is not possible, support will be made available for parents/carers, to ensure the most suitable option is explored and secured.
- To receive the most relevant and up to date information on the labour market, skills, qualities, and qualifications required to progress towards the desired world of work. Where this is not possible, support will be made available for parents/carers.
- A career programme delivered, providing detailed information on the full range of education and training options available to individuals. Taking into consideration a transition programme and individual student needs. All options will be covered from paid employment to work placements, supported internships, volunteering, and supported learning and living.
- A comprehensive transition plan to ensure students, parents-carers are equipped and supported throughout the process

Safeguarding

Clifton Hill's safeguarding policy outlines the procedure for checking the identity and suitability of external visitors. Any visitor will be expected to adhere to the Safeguarding Policy.

Opportunities for access

Clifton Hill is dedicated to creating an educational and meaningful interaction with employers for our students. Incorporated into the school career programme, access to employers, training providers and other external agencies will be made available. This will be through events, guest speakers, workshops, careers fayres, and training programmes. This will offer providers an opportunity to come into school to speak to students and/or their parents/carers. Students have the opportunity to visit local colleges, training providers and day provision.

Premises and facilities

The school will ensure a suitable space is made available to promote engagement between provider and student, with the relevant support available if required. The space available is dependent on the appropriate need of the activity. It can include the main hall, classrooms, or meeting room. With agreement and advance notice, the Transitions Leader (Sinead O'Connor) or a member of the team, can make available specialist equipment to support provider presentations.

Providers are welcome to leave a copy of their prospectus or other relevant course literature in the main office. Information booklets can then be disseminated to the relevant key stages/departments. This information is available to all students and staff.

Management of provider access requests

Responsibilities

A provider wishing to request access should contact: Sinead O'Connor (Transitions Leader)

Telephone: 01883 347740

Email: Sinead.oconnor@clifton-hill.surrey.sch.uk