

## Hollis Academy: Provider Access Policy

### Introduction

This policy statement sets out the school's arrangements for managing the access of providers to students 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 students in years 7-11 are entitled:

- To find out about academic, vocational and technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- To understand how to make applications for the full range of academic, vocational and technical courses.

### Management of provider access requests

#### Procedure

A provider wishing to request access should contact Karl Fenton, Principal of Hollis Academy or Thomas Maitland, Vice Principal of Hollis Academy  
Telephone: 01642 855010; Email: [hollis@horizonstrust.org.uk](mailto:hollis@horizonstrust.org.uk)

### Opportunities for access

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

	Autumn Term	Spring Term	Summer Term
Year 7	<ul style="list-style-type: none"><li>• Tutor group and subject based opportunities</li></ul>	<ul style="list-style-type: none"><li>• Tutor group and subject based opportunities</li></ul>	<ul style="list-style-type: none"><li>• Work related visit</li><li>• Visit from TVCA</li></ul>
Year 8	<ul style="list-style-type: none"><li>• Tutor group and subject based opportunities</li></ul>	<ul style="list-style-type: none"><li>• Tutor group and subject based opportunities</li></ul>	<ul style="list-style-type: none"><li>• Work related visit</li><li>• Post 16 College Visit</li><li>• Visit from TVCA</li></ul>

<b>Year 9</b>	<ul style="list-style-type: none"> <li>• Tutor group and subject based opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Tutor group and subject based opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Work related visit</li> <li>• KS4 Preparation Event</li> <li>• Post 16 College Visit</li> <li>• Visit from TVCA</li> </ul>
<b>Year 10</b>	<ul style="list-style-type: none"> <li>• Tutor group and Subject based opportunities</li> <li>• CV support</li> </ul>	<ul style="list-style-type: none"> <li>• Careers fair</li> <li>• Work related visit</li> <li>• Tutor group and subject based opportunities</li> <li>• Interview techniques</li> </ul>	<ul style="list-style-type: none"> <li>• Work related visit</li> <li>• Year 11 preparation event</li> <li>• Post 16 Options event</li> <li>• University Visit</li> <li>• Interview preparation from TVCA</li> </ul>
<b>Year 11</b>	<ul style="list-style-type: none"> <li>• Post 16 Provider visits</li> <li>• Youth Direction individual interview</li> <li>• Application support</li> <li>• Youth Directions drop in</li> </ul>	<ul style="list-style-type: none"> <li>• Careers fair</li> <li>• Application Support</li> <li>• Interview Support</li> <li>• Youth Directions drop in</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing support for all applications and visits</li> <li>• Multiple KS5 provider visits</li> <li>• Interview preparation by TVCA</li> <li>• Apprenticeship/Traineeship support by Jo Thompson</li> <li>• EHCP review and careers 1:1 meeting with Local Authority</li> </ul>

All activities will be planned using academy and trust wide policies as well as individual and group risk assessments

## 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. Providers are welcome to attend Parents Evenings as the main hall is set up as a career fair. The school will also make available AV and other specialist equipment to support provider presentations. Academy staff will be provided, where required, to support students and providers with any SEMH or SEND issues. This will all be discussed and agreed in advance of the visit, with the careers leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the school library. The library is available to all students at form and lunch times.