



FOREST SCHOOL

Provider Access Policy Careers

v1.0

Approved (Date):	8th June 2018
Next review (Date):	June 2019
Owner (Name, Title):	Careers Manager
Classification:	
Comment:	

Introduction

This policy statement sets out Forest School's arrangements for managing the 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 years 8-13 are entitled:

- to find out about 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 and technical courses.

Management of provider access requests

Procedure

A provider wishing to request access should contact Michelle Dean, Assistant Head of Sixth Form - Careers or Susannah Coates, Careers Manager
Telephone: 0208509 6591 Email: scoates@forest.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 pupils and/or their parents/carers:

Year	Autumn Term	Spring Term	Summer Term
8	<u>Visiting Speakers:</u> <ul style="list-style-type: none"> • STEAM Club • Girls who Code Club • Sports 	<u>Visiting Speakers:</u> <ul style="list-style-type: none"> • STEAM Club • Girls who Code Club • Nat. Careers & Apprenticeship Week – March • British Science Week – March • World Book Day - March • 	<u>Visiting Speakers:</u> <ul style="list-style-type: none"> • STEAM Club • Girls who Code Club
9	<u>Visiting Speakers:</u> <ul style="list-style-type: none"> • STEAM Club • Girls who Code Club • Sports 	<u>Visiting Speakers:</u> <ul style="list-style-type: none"> • STEAM Club • Girls who Code Club • Nat. Careers & Apprenticeship Week – March • British Science Week – March • World Book Day - March 	<u>Visiting Speakers:</u> <ul style="list-style-type: none"> • STEAM Club • Girls who Code Club

10	<u>Visiting Speakers:</u> <ul style="list-style-type: none"> Academic Subject Societies Sports 	<ul style="list-style-type: none"> HE&C Fair - Jan Forest Futures STEM – Jan <u>Visiting Speakers:</u> <ul style="list-style-type: none"> Nat. Careers & Apprenticeship Week – March Academic Subject Societies British Science Week - March World Book Day – March 	<ul style="list-style-type: none"> Business Challenge & Interview Essentials Day – June <u>Visiting Speakers:</u> <ul style="list-style-type: none"> Academic Subject Societies
11	<ul style="list-style-type: none"> Inspiring Futures careers interviews. <u>Visiting Speakers:</u> <ul style="list-style-type: none"> Academic Subject Societies Sports 	<ul style="list-style-type: none"> HE&C Fair - Jan Forest Futures STEM – Jan Forest Futures Law – Feb <u>Visiting Speakers:</u> <ul style="list-style-type: none"> Nat. Careers & Apprenticeship Week – March Academic Subject Societies British Science Week - March World Book Day – March 	
12	<ul style="list-style-type: none"> Pupil Leadership Conference – Sept <u>Visiting Speakers:</u> <ul style="list-style-type: none"> Look Out Lectures Academic Subject Societies Sports Economics & Business 	<ul style="list-style-type: none"> Next Steps Exploring Options HE&C Fair – Jan Centigrade questionnaires. Gap information evening Forest Futures STEM – Jan Forest Futures Law – Feb <u>Visiting Speakers:</u> <ul style="list-style-type: none"> Look Out Lectures Nat. Careers & Apprenticeship Week – March Academic Subject Societies British Science Week - March 	<ul style="list-style-type: none"> Look Out Lectures Next Steps Apply Days Forest Futures Medicine – June. <u>Visiting Speakers:</u> <ul style="list-style-type: none"> Academic Subject Societies
13	<ul style="list-style-type: none"> Interview practice for Med/Dental/Vet applicants. <u>Visiting Speakers:</u> <ul style="list-style-type: none"> Look Out Lectures Academic Subject Societies Economics & Business 	<ul style="list-style-type: none"> HE&C Fair - Jan Diploma Viva Interviews with external interviewers. Student loan application advice Forest Futures STEM – Jan Forest Futures Law – Feb <u>Visiting Speakers:</u> <ul style="list-style-type: none"> Look Out Lectures Nat. Careers & Apprenticeship Week – March Academic Subject Societies British Science Week - March 	<u>Visiting Speakers:</u> <ul style="list-style-type: none"> Look Out Lectures

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

Premises and facilities

Forest School will make a suitable venue, classroom or private meeting room available for discussions between the provider and students, as appropriate to the activity. The School will also make available AV and other specialist equipment to support provider

presentations. This will all be discussed and agreed in advance of the visit with the Careers Manager.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the Careers Manager. The Resource Centre is available to Year 11-13 pupils at lunch and break times. Year 7-10 pupils may access resources via the Careers Manager on request.