

## Provider Access Statement

### Introduction

This policy statement sets out the school's arrangements for managing the access of providers to students at The Oxford Academy 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.

### Management of provider access requests

#### *Procedure*

A provider wishing to request access should contact Kathy Wittet, Careers Manager, Telephone: 01865 774311 ext 1136; Email: [Kathy.wittet@theoxfordacademy.org.uk](mailto:Kathy.wittet@theoxfordacademy.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:

	Autumn Term	Spring Term	Summer Term
Year 8		<ul style="list-style-type: none"> <li>Options Evening</li> <li>Decisions Workshop</li> <li>Human Library</li> </ul>	
Year 9	<ul style="list-style-type: none"> <li>Enterprise Workshop</li> </ul>		PD Day - Life skills
Year 10	<ul style="list-style-type: none"> <li>Assembly on work experience</li> </ul>	<ul style="list-style-type: none"> <li>Work experience preparation assemblies</li> <li>World of work sessions with speakers from business</li> <li>Financial Awareness workshops</li> </ul>	<ul style="list-style-type: none"> <li>Work experience preparation Day</li> <li>Debrief on work experience</li> <li>CV writing</li> <li>PD Day – Jobs of the future and the digital age</li> </ul>
Year 11	<ul style="list-style-type: none"> <li>Assembly on Post 16 options</li> <li>Future Options Workshops (group sessions on apprenticeships, college, university and sixth form)</li> <li>Individual careers interviews with external careers adviser</li> </ul>	<ul style="list-style-type: none"> <li>Post 16 Pathways Evening</li> <li>Careers Fest</li> <li>Apprenticeship support sessions</li> <li>NCS assembly</li> <li>Individual careers interviews with external careers adviser</li> </ul>	<ul style="list-style-type: none"> <li>Individual careers interviews with external careers adviser</li> <li>Sixth form induction and taster sessions</li> </ul>
Year 12	<ul style="list-style-type: none"> <li>NCS Assembly</li> </ul>	<ul style="list-style-type: none"> <li>Apprenticeship Workshop</li> <li>Apprenticeship Fair trip</li> <li>Work experience preparation</li> </ul>	<ul style="list-style-type: none"> <li>Work Experience</li> <li>Futures Conference including sessions on Interview skills, applying to UCAS, life skills, labour market information.</li> </ul>

		<ul style="list-style-type: none"> <li>• Individual careers interviews on request</li> <li>• HE Fair</li> </ul>	<ul style="list-style-type: none"> <li>• Individual careers interviews on request</li> </ul>
Year 13	<ul style="list-style-type: none"> <li>• HE Preparation sessions</li> <li>• Individual careers interviews on request</li> </ul>	<ul style="list-style-type: none"> <li>• Apprenticeship workshop</li> <li>• Apprenticeship Fair trip</li> <li>• Individual careers interviews on request</li> </ul>	<ul style="list-style-type: none"> <li>• Apprenticeship recruitment information delivered in Pd sessions</li> <li>• Individual careers interviews on request</li> </ul>

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

*Premises and facilities*

The Academy will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The Academy 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 with the Careers Office or the school librarian. The Learning Resource Centre is available to all students at lunch and break times.

Approved by Governors 9 March 2018

Approval and review

Next review: March 2019

Signed: 

Chair of Governors

Niall McWilliams, Head teacher