

**Educational Provider’s Access Policy**

**Policy and Procedure**

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| This policy aims to set out the Colleges arrangements for managing the access of providers to students at Myerscough College. The purpose of the access is to ensure providers are given the opportunity to provide progression and careers information about their education or training programmes to our learners. The policy covers the student entitlement, the management of access requests and opportunities for access. This complies with the College’s legal obligations under section 42B of the Education Act 1997. |

**Procedure**

**Student Entitlement**

All students in years 12-13 at Myerscough will be provided with the opportunity to:

1. Find out about alternative technical education qualifications and apprenticeship opportunities. This is supported through Myerscough Colleges Learn 2 Work programme which provides information on the full range of education and training options available at each transition stage.
2. Hear from a range of local providers about opportunities they offer. Including technical education, higher education and apprenticeship routes through Careers events, talks and the Learn 2 Work programme.
3. Understand the process on how to make applications for the full range of options available.

**The Management of Provider Access Requests**

 Procedure

A provider wishing access must request access through Bernard Pendleton, Director of Student Support and welfare. Telephone 01995 642205. Email bpendleton@myerscough.ac.uk

**Opportunities for Access**

A number of events integrated into the careers education programme at Myerscough College will offer providers an opportunity to come into College to speak to students/parents/ Carers.

Wellbeing Fair – Term 1

Departmental Career Fairs

Talks in Tutorial time - Term Time

Supported Employment Fair – Term 2

Parents Evenings

Please speak to Bernard Pendleton to identify the most suitable opportunity for you.

**Premises and Facilities**

The College will make the Lecture Theatre or classrooms available for discussions between providers and students as appropriate to the activity. The College will make available specialist equipment to support the provider presentations. This will be discussed and agreed in advance.

Providers are welcome to leave prospectus or career literature in The Core’s career area which is managed by the Careers Support Officer and is available to students 8:00am – 5:00pm Monday – Thursday and 8:00am – 4:30pm on Fridays.

**Documents Associated with this Policy**

**Learn 2 Work Strategy**

**IAG Policy and Procedure**

**Careers SAR**

**IAG SAR**

**Appendices**

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| **Document History** |
| **Author:** |  | **Ref and Document Version:** |  |
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| **Quality Assurance** |
| This Policy and Procedure maps to the following external quality assurance frameworks |
| **Framework** | **Framework Section Reference(s)** |
| **Common Inspection Framework** |  |
| **MATRIX** |  |
| **QAA** |  |
| **QIA** |  |
| **SFA** |  |

**All Myerscough College Policies are subject to screening for Equality Impact Assessment**

Equality Impact Assessments are carried out to see whether the policy has, or is likely to have, a negative impact on grounds of: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, marriage or civil partnership, sex or sexual orientation

Myerscough College not only fulfils its legal position in relation to current  and future equality legislation, but additionally goes beyond compliance in providing and promoting “Opportunities for all to succeed”, free from any aspect of discrimination, harassment or victimisation.

All staff have a duty of care to look after the interests of and support their colleagues. *This policy takes account of* our commitment to eliminating discrimination, identifying and removing barriers and providing equal opportunities for our learners, staff and visitors to ensure that no one feels excluded or disadvantaged.

**Safeguarding, Learner Protection and Prevent**

All staff have a responsibility to support and promote the College’s commitment to providing a safe environment for students, staff and visitors. Additionally, all staff have a responsibility to report any safeguarding or Prevent issues to the Designated Senior Lead for Safeguarding and Prevent.