

Swavesey Village College: Provider Access Policy 2025-26

Introduction

This policy statement sets out the Swavesey Village College's arrangements for managing the access of providers to pupils at the school for the purposes 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.

Student entitlement

Students 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 such means as letters, email, tutor time sessions, parentmail, social media links, options evenings, 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 Hannah Turner, Assistant Headteacher, Swavesey Village College
hturner@swaveseyvc.co.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. During this academic year, the face to face sessions might be through a live virtual experience.

	Autumn Term	Spring Term	Summer Term
Year 7/8	Careers breakfasts (open to all)	What's my line? Event run by Form the future on V+E day (all students will hear from 5 different professionals including apprentices) Guidance meetings linked to KS4 choices	Girton college pathways project with whole year group

	Autumn Term	Spring Term	Summer Term
Year 9	<p>Careers carousel and CV writing on V+E day (all students will meet 5 different professionals including apprentices)</p> <p>Careers breakfasts (open to all)</p> <p>Villiers park - Business mentor Programme with (targeted students)</p>	<p>Girton college pathways project</p>	<p>Targeted careers guidance meetings</p>
Year 10	<p>Work experience launch assembly</p> <p>Careers breakfasts (open to all)</p>	<p>Girton college pathways project</p>	<p>Life Skills – work experience preparation sessions, with face to face workshops on health and safety, work behaviour and interview skills.</p> <p>Targeted 1:1 careers guidance</p>
Year 11	<p>Post 16 Options evenings</p> <p>Apprenticeship workshop for all</p> <p>Talk by two post 16 colleges on V+E day (October)</p> <p>MyChoice@16 application process</p> <p>Careers breakfasts (open to all)</p> <p>Targeted 1:1 careers guidance</p>	<p>Post 16 taster sessions and interviews</p> <p>Targeted 1:1 apprenticeship guidance</p> <p>Targeted 1:1 careers guidance</p>	

Premises and facilities

The school will make the main hall, classrooms or meeting rooms available for discussions between the provider and students, as appropriate to the activity and supervised by school staff at all times. 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 CEIAG lead or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Resource Centre, which is managed by the school librarian. The Resource Centre is available to all students at lunch and break times.

The school policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our students.