

TRC policy statement on provider access

Thomas Rotherham College: Provider Access Policy

Introduction

This policy statement sets out the college’s arrangements for managing the access of providers to students at the college for the purpose of giving them information about the provider’s education or training offer. This complies with the college’s legal obligations under Section 42B of the Education Act 1997.

Student entitlement

All students in years 12-13 are entitled:

- to find out about higher and technical education qualifications and apprenticeship and employment 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 interactive events, student briefings, group discussions and parental events;
- to understand how to make applications for the full range of academic and technical courses and to receive support for those applications.

Management of provider access requests

Procedure

A provider wishing to request access should contact *Rachel Mullins, Manager for Careers and Employer Engagement*.

Telephone: 01709 300600; Email: rachel.mullins@trc.ac.uk

Opportunities for access

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

	Autumn Term	Spring Term	Summer Term
Level 2	Next Step Careers Event (October)	External provider input in Tutorial sessions	
Y12		Job Ready Programme & Employer/Apprenticeship Event (Jan – June)	Journey to Higher Education Event (May/June)
Y13		Job Ready Programme & Employer/Apprenticeship Event (Jan – June)	
All students	A series of student lunchtime briefings and ‘careers in the courtyard’ activities take place in response to employer, apprenticeship provider and voluntary group requests throughout the year.		

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

Premises and facilities

The college will make the Lecture Theatre, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The college will also make available audio/visual and other specialist equipment to support provider presentations. 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 Careers Area (in the Learning Resource Centre), which is managed by the college librarian. The LRC is available to all students throughout their free periods, break and lunchtimes.

Approval and review

Approved *March 2023* by Governors

Next review: *March 2024*

Signed: *David Roche: Chair of Governors* and *David Naisbitt: Principal and Trust CEO*

