



ENJOY, LEARN, ACHIEVE

Appendix to Provider Access Policy September 2019

Office use

Published: September 2019	Next review: September 2020	Statutory/non: Statutory	Lead: Tim Jackson, Vice Principal
Associated documents:			
Provider Access Policy		http://dalp.org.uk/documents/Policies/ProviderAccess.pdf	
Links to:			



Diverse Academies
Learning Partnership

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1 Management of provider access requests

1.1 Policy

This appendix should be read in conjunction with the Diverse Academies Policy
<http://dalp.org.uk/documents/Policies/ProviderAccess.pdf>

1.2 Procedure

A provider wishing to request access should contact:

Lee-Anne Turner, ELA Careers Leader
Phone: 01509 852424
Email: turner@eastleake-ac.org.uk

2 Opportunities for access

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

	Autumn Term	Spring Term	Summer Term
Year 8	Assembly and tutor group opportunities Enrichment visits can be arranged	Assembly and tutor group opportunities Enrichment visits can be arranged ELA Careers Fair	Assembly and tutor group opportunities Enrichment visits can be arranged
Year 9	Assembly and tutor group opportunities Enrichment visits can be arranged	Assembly and tutor group opportunities Enrichment visits can be arranged Options evening ELA Careers Fair	Assembly and tutor group opportunities Enrichment visits can be arranged
Year 10	Assembly and tutor group opportunities Enrichment visits can be arranged	Assembly and tutor group opportunities Enrichment visits can be arranged ELA Careers Fair	Assembly and tutor group opportunities Enrichment visits can be arranged Work Experience
Year 11	Tutor group opportunities Enrichment visits can be arranged	Tutor group opportunities Enrichment visits can be arranged ELA Careers Fair	Tutor group opportunities Enrichment visits can be arranged
Year 12	Enrichment period Assembly and tutor group opportunities University visits UCAS Fair	Enrichment period Assembly and tutor group opportunities ELA Careers Fair	Enrichment period Assembly and tutor group opportunities Work Experience
Year 13	Enrichment period Assembly and tutor group opportunities	Enrichment period Assembly and tutor group opportunities ELA Careers Fair	Enrichment period Assembly and tutor group opportunities
KS3, KS4 and KS5 Parents Evenings are spread across the Autumn and Spring terms			

Please speak to Lee-Anne Turner, our Careers Leader, or Mr Tim Jackson (Vice Principal) to identify the most suitable opportunity for you.

The Diverse Academies Learning Partnership's policy on [safeguarding](#) sets out the trust's approach to allowing providers into the academy as visitors to talk to our students.

http://www.eastleake-ac.org.uk/safeguarding_sets_out_the_school's_approach_to_allowing_providers into our academy as visitors to talk to our students.

Further information can be obtained from Mr Tom Reid (Designated Safeguarding Lead) treid@eastleake-ac.org.uk or Mr Blake Francis (Deputy Designated Safeguarding Lead) bfrancis@eastleake-ac.org.uk

3 Premises and facilities

3.1 The academy will make the main hall, sports 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 Leader or a member of their team.

3.2 Providers are welcome to leave a copy of their prospectus or other relevant course literature that can be accessed in the Academy Learning Resource Centre (LRC), which is managed by the Learning Resource Centre Manager. The LRC is available to all students at lunch and break times.

4 Review

This policy will be reviewed in September 2020.