



EAST LEAKE
— ACADEMY —

Appendix to Provider Access Policy February 2021

Office use

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Associated documents:			
Provider Access Policy		http://dalp.org.uk/documents/Policies/ProviderAccess.pdf	
Links to:			



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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:

Phil Renshaw, ELA Careers Leader
 Phone: (01777) 861402
 Email: prenshaw@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 7/8	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 Phil Renshaw, our Careers Leader, or Esther Wilson (Assistant 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 Claire Baxter (Designated Safeguarding Lead) cbaxter@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 February 2021.