



Ranelagh School

Provider Access Statement

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| Date reviewed by designated SLT lead (EAC) | Summer 1 2019 |
| Date reviewed by Governing Body/ Achievement and Standards Committee | 30 April 2019 |
| Date of next review | Summer 1 2020 |
| Published | Website Staff Shared Area (0;Subject Areas;Policy Documents) |

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to students at the school for the purpose 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

All 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 and independent advice 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 options events, assemblies, group discussions 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 the Careers Leader (Liz Combes) on 01344 421233 or via email:

study@ranelagh.bracknell-forest.sch.uk

Opportunities for access

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

Careers programme

Year 7

- Employability skills
- How to make a good careers decision
- The importance of teamwork and communication skills in the workplace

Year 8

- Career opportunities and pathways
- Purposeful career planning
- Challenging stereotyping and assumptions
- Dealing with set-backs

Year 9

- Making decisions
- Option choices
- Labour market information
- Local and national job opportunities
- Employment law
- Writing CVs and covering letters

Year 10

- Preparing for the future: introduction to Higher Education
- Advantages and disadvantages of Higher Education
- How to effectively research universities
- Introduction to the different levels of apprenticeships
- Researching apprenticeship options
- Preparing for interviews
- Making a good first impression
- Insight into industry: meeting representatives from different local businesses
- Exploring careers pathways

Year 11

- Post-16 options
- Information sources about local options
- Factors to consider when choosing post-16 options
- Introduction to the sixth form at Ranelagh
- Preparation for work experience
- Work experience placement week
- Introduction to Oxbridge applications

Year 12

- Making the most out of the opportunities in Year 12 – building a CV
- How to make decisions about university choices
- Introduction to apprenticeships
- Writing effective personal statements

Year 13

- Individual support for students writing personal statements and preparing for university interviews
- Student finance
- Individual support for students sourcing and preparing for apprenticeships
- Individual guidance for students making decisions about their university choices
- Individual support for students intending to pursue employment

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. 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 Careers Leader.

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

Safeguarding

Providers are expected to fully meet the school's safeguarding requirements which can be found in the Safeguarding Policy Statement on the school website.