



Access Policy

At St. Saviour's and St. Olave's, we value our school and each other and work hard to create a cohesive community. As an Anglican school we seek to ensure that every student has the maximum opportunity to fulfil their God-given potential. In accordance with our Christian ethos, we want our students, regardless of the career pathway they choose, to have the means to flourish and become Makers of the Future.

1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer.

It sets out:

- ✓ Procedures in relation to requests for access
- ✓ The grounds for granting and refusing requests for access
- ✓ Details of premises or facilities to be provided to a person who is given access

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#).

3. Student entitlement

All students in years 8 to 13 at St Saviour's & St Olave's are entitled to:

- ✓ Find out about technical education qualifications and apprenticeship opportunities, as part of our careers programme which provides information on the full range of education and training options available at each transition point
- ✓ Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- ✓ Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact Ms Maureen Minnott, Careers Leader

Telephone: 0207 407 1843

Email: mminnott@ssso.southwark.sch.uk

Mr Stephen Young , Careers Officer
 Telephone : 0207 407 1843
 Email : syoung@ssso.southwark.sch.uk

4.2 Opportunities for access

In addition to our whole-school PSHCE provision, our careers programme includes a number of events which offer providers an opportunity to come into school to speak to students and/or their parents and carers:

Year	Autumn Term	Spring Term	Summer Term
Year 7	Into University Programme –Intro Day	Into University Programme – Approaches to Homework	Into University Programme Activities Week
Year 8	Into University Programme - Learning Techniques Into University Cambridge University trip	Into University Programme- Career Carousel Ryman’s Enterprise Challenge Enterprise Adviser Network – London Mayor Programme	Wow Week – Enterprise Programme
Year 9	Into University Programme- Pathways to Success	Option Evening. Into University Programme- A day of University Life	Guest Speaker – Career linked Business Visit Placement

Year 10	<p>Into University Programme - Enterprise</p> <p>Young Enterprise Challenge</p> <p>Assemblies about Work Related Opportunities</p>	<p>Lawyers in School Programme.</p> <p>Southwark Careers Fair</p> <p>Into University Programme - Education Choices</p>	<p>NHS Work Experience Programme</p> <p>Construction Youth – Work Experience Programme</p> <p>Activities Week</p>
Year 11	<p>Into University Programme</p> <p>Communication in the Workplace</p> <p>Careers Interview with Careers Approach</p>	<p>Academic Mentoring Programme</p> <p>Into University Programme- University Life</p>	<p>Construction Youth – Work Experience</p> <p>Apprenticeship Fair</p>
Year 12 Year 13	<p>Guest Speakers in 6th briefing about Apprenticeships and Work Related Opportunities</p> <p>Into University Programme – Independent Learning, Careers Interview for Non University students</p> <p>Into University Programme. – Support with Personal Statement</p> <p>Guest speakers in 6th form briefing on Apprenticeship and Work Related Opportunities</p>	<p>Coutts Mentoring Programme</p> <p>Into University Programme – Writing Personal Statements.</p> <p>Enterprise Adviser Network- London Mayor Programme.</p> <p>Into University Programme- Skills for the future.</p> <p>Access Aspiration Programme.</p>	<p>Work Experience Opportunities – Coutts Bank</p> <p>MUFG, PWC</p> <p>Universities Fair</p> <p>Work Experience placements</p>

If you wish to visit the school for a careers-related activity, please speak to Mr. Young or Ms Minnott to identify the most suitable opportunity for you.

4.3 Granting and refusing access

A number of events are integrated into the school careers programme which would potentially offer providers an opportunity to come into school to speak to students and/or their parents. The school calendar varies from year to year so providers need to contact the member of staff named above to identify the most suitable opportunity. The events are usually arranged well in advance so it is essential that providers contact us early in the academic year to be involved in our planning.

Access to students and/or parents will be granted on the understanding that information and guidance offered by providers is related to technical courses and apprenticeship opportunities only.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors. Providers will be expected to meet the school's safeguarding requirements which can be found in the Safeguarding Policy Statement accessible on the school website.

4.5 Premises and facilities

St Saviour's & St Olave's will make the sports hall, activities studio and classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. We will also make available projectors and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with school staff as appropriate.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Reception.

5. Links to other policies

Providers should review the following school policies before their visit, available on our website:

- [*Safeguarding policy*](#)
- [*Careers guidance policy*](#)

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Maureen Minnott and Stephen Young

This policy will be reviewed by James Casey, Head of Sixth Form annually. At every review, the policy will be approved by the governing body.

Approved by: Catherine May

Date: 03/11/21

Next Review: 03/11/22