

# Provider Access Policy Inclusion Hampshire



**Approved by:** Trustee Board

**Date:** October 2021

**Signed by:** *AS Muswell-Beal* **Position:** Chair of Trustees

**Last reviewed:** October 2021

**Next review due:** October 2022

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## 1. Aims

This policy statement aims to set out the arrangements for managing the access of education and training providers to learners at Inclusion Hampshire's education centres for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- Learner entitlement
- Provide contact details for providers

## 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](#).

This policy shows how our provision complies with these requirements.

## 3. Learner entitlement

All students in years 8 to 13 at Inclusion Hampshire's education centres, 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 for Inclusion College (16-25) should contact:

**Marie Greenhalgh, Head of Inclusion College**  
marie.greenhalgh@inclusionhampshire.org.uk  
01256 760800

A provider wishing to request access for Inclusion Learning Centre (11-16) should contact:

**Matthew Atkinson, Head of Inclusion Learning Centre**  
matthew.atkinson@inclusionhampshire.org.uk  
01256 760800

## **4.2 Opportunities for access**

Inclusion Hampshire offers a comprehensive Careers Education, Information, Advice and Guidance programme and an overview of this programme can be seen on the organisation's website.

Please speak to the named Head/Careers Leads above to identify the most suitable opportunity for you.

Inclusion Hampshire will make a suitable space available for discussions between the provider and learners, as appropriate to the activity. Inclusion Hampshire will also make available ICT and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Head/Careers Lead or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Head/Careers Lead so that they can be displayed for learners to access

## **4.3 Refusal of access requests**

Due to the needs of its learners, Inclusion Hampshire may choose to withhold access to learners for those providers who make contact.

The Head or Careers Lead will provide details for this refusal.

## **5. Safeguarding**

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

## **6. Monitoring arrangements**

This Provider Access Policy will be reviewed by the trustees and senior leadership team bi-annually but may be reviewed earlier if deemed appropriate.

At each review, the policy will be approved by the Chair of Trustees.

## **7. Links with other policies**

This behaviour policy is linked to the following policies:

- Safeguarding policy
- Child Protection policy

