



Tuxford Academy
Excellence through Teamwork

Appendix to Provider Access Policy January 2019

Office use

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Associated documents:			
Provider Access Policy			
Links to:			

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Contents

1	Management of provider access requests	3
2	Opportunities for access	3
3	Premises and facilities	4
4	Review	4

1 Management of provider access requests

1.1 Policy

This appendix should be read in conjunction with the Diverse Academies Learning Partnership Provider Access Policy.

1.2 Procedure

A provider wishing to request access should contact:

Sue Johnson, Work Related Learning Leader
Phone: 01777 870001 Ext 590
Email: sjohnson@tuxford-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 opportunities Lunchtime Visiting Speaker Curriculum Day	NCW Assemblies Curriculum Day	Destinations Day Experience Assembly opportunities Lunchtime Visiting Speaker
Year 9	Assembly opportunities Lunchtime Visiting Speaker Curriculum Day	Y9 Pathways Evening Discover Your Future Fair NCW Assemblies Curriculum Day	Assembly opportunities Lunchtime Visiting Speaker
Year 10	Assembly opportunities Lunchtime Visiting Speaker Curriculum Day	NCW Assemblies Preparing for the Future Day Discover Your Future Fair Curriculum Day	Assembly opportunities Lunchtime Visiting Speaker
Year 11	P16 Open Evening Prepare for the Future day Assembly opportunities Lunchtime Visiting Speaker Curriculum Day	NCW Assemblies Discover Your Future Fair Curriculum Day	Assembly opportunities Lunchtime Visiting Speaker
Year 12	Assembly opportunities Lunchtime Visiting Speaker Global Awareness Curriculum Day	NCW Assemblies Discover Your Future Fair Global Awareness Curriculum Day	Assembly opportunities Lunchtime Visiting Speaker Global Awareness
Year 13	Assembly opportunities Lunchtime Visiting Speaker Curriculum Day	NCW Assemblies Discover Your Future Fair Curriculum Day	Assembly opportunities Lunchtime Visiting Speaker

Please speak to Sue Johnson, our careers leader, 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.

3 Premises and facilities

3.1 The academy will make the main hall, classrooms, private meeting rooms, or The Winter Gardens 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 at the CEIAG office, which is managed by Sue Johnson, Work Related Learning Leader. The CEIAG office is available to all students at lunch, break times and after school.

4 Review

This policy will be reviewed in January 2020.