

# Provider Access Policy – appendix

Tuxford Academy

September 2023

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## 1 Management of provider access requests

### Policy

1.1 This appendix should be read in conjunction with Diverse Academies Provider Access Policy.

### Procedure

1.2 A provider wishing to request access should contact the Careers Leader, Sue Johnson

Phone: 01777 861618 Ext 4590

Email: [sjohnson@tuxford-ac.org.uk](mailto:sjohnson@tuxford-ac.org.uk) or Keri Griffiths, [kgriffiths@tuxford-ac.org.uk](mailto:kgriffiths@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 parents.

	Autumn Term	Spring Term	Summer Term
<b>Year 7</b>	Assembly opportunities Visiting Speaker	NAW & NCW Assemblies	Assembly opportunities Lunchtime Visiting Speaker
<b>Year 8</b>	Assembly opportunities Visiting Speaker	NAW & NCW Assemblies	Assembly opportunities Lunchtime Visiting Speaker
<b>Year 9</b>	Assembly opportunities Lunchtime Visiting Speaker Curriculum Day	Y9 Pathways Evening Discover Your Future Fair NAW & NCW Assemblies	Assembly opportunities Lunchtime Visiting Speaker
<b>Year 10</b>	Assembly opportunities Visiting Speaker	Discover Your Future Fair NAW & NCW Assemblies	Assembly opportunities Lunchtime Visiting Speaker
<b>Year 11</b>	P16 Open Evening Prepare for the Future Assembly opportunities Visiting Speaker	Discover Your Future Fair NAW & NCW Assemblies	Assembly opportunities Lunchtime Visiting Speaker
<b>Year 12</b>	Assembly opportunities Visiting Speaker	NAW & NCW Assemblies	Assembly opportunities Lunchtime Visiting Speaker Global Awareness
<b>Year 13</b>	Assembly opportunities Visiting Speaker	NAW & NCW Assemblies	Assembly opportunities Lunchtime Visiting Speaker

Please speak to Sue Johnson to identify the most suitable opportunity for you.

The Diverse Academies 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 other areas 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 Sue or a member of the careers team.

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

### **4 Review**

This policy appendix will be reviewed in Sept 2024