



PROVIDER ACCESS PROCEDURE

Introduction:

This procedure statement sets out Newcastle Sixth Form's arrangements for managing the access of providers to students at our College for the purpose of giving them information about the provider's education or training offer. This complies with Section 42B of the Education Act 1997.

Student entitlement:

All students across both Access to Level 3 and A Level cohorts are entitled to:

- Find out about higher and technical education qualifications and apprenticeship opportunities, as part of a 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 work experience, technical education and apprenticeships - through careers fairs, visiting speakers and class based progression activities
- understand how to make applications for the full range of academic and technical courses.

Management of provider access requests:

A provider wishing to request access should contact:

Mark Carton

Mark.Carton@newcastlesfc.ac.uk

0191 272 1001

Opportunities for access:

A range of events, which are integrated into our careers programmes, will offer providers an opportunity to come into the Sixth Form to speak to students and/or their parents. College calendars vary from year to year, so providers need to contact the appropriate staff member named above to identify the most suitable opportunity. These events are usually calendared 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 will be granted on the understanding that the information and guidance offered by providers is related to career progression opportunities only. Safeguarding requirements must also be met.

Premises and facilities:

NSFC will make necessary arrangements ensuring a suitable room or area is available for discussions between the provider and students, as appropriate to the activity.

NSFC 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 Assistant Principal or Careers Leader or a member of their team.

Providers are welcome to send a copy of their prospectus or other relevant literature to the named individuals above who will arrange for these to be made available to students in the Library, which is accessible at all times.