



# Provider Access Policy

UTC Reading  
September 2019

Policy Coordinator: Stephanie Mitchell, Executive Director of Careers & Destinations

Reviewed: Tanya Piek, Assistant Principal for Personal Development

## Introduction

This policy statement sets out UTC Reading's arrangements for managing the access of providers to students at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

## Student Entitlement

All students at the UTC are entitled:

- To find out about 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;
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- To understand how to make applications for the full range of academic and technical courses.

## Management of Provider Access Requests

### *Procedure*

A provider wishing to request access should contact

Stephanie Mitchell, Executive Director of Careers and Destinations

Telephone: 01189 381 020

Email: [stephanie.mitchell@utcreading.org.uk](mailto:stephanie.mitchell@utcreading.org.uk)

## Opportunities for Access

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into the UTC to speak to students and/or their parents/carers.

This could be integrated into a wider careers plan or strategy for the school.

Please speak to the Executive Director of Careers and Destinations, Stephanie Mitchell, to identify the most suitable opportunity for you.

## Premises and Facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and the students, as appropriate to the activity. The school 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 Executive Director of Careers and Destinations or a member of the Careers Team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature in the Careers Hub and Library. We will additionally be happy to widely promote and advertise any vacancies which you may have for possible work or apprenticeship opportunities on our UTC Reading Careers Twitter (@UTCRCareers). The Careers Hub is available to students throughout the day and they can access resources during their own time, or within small group appointments.

## Monitoring and Evaluation

The board of Governors and Principal will monitor the operation and effectiveness of the UTC's Policy Statement on Provider Access.

**Date of Next Review:** September 2021