

## Provider Access Policy

### Introduction

This policy statement sets out the college's arrangements for managing the access of providers to learners at the college for the purpose of giving them information about the provider's education or training offer. This complies with the college's legal obligations under Section 42B of the Education Act 1997 and the government's statutory guidance for governing bodies, school leaders and school staff.

### Learner Entitlement

All learners at the college are entitled to:

- find out about technical education qualifications, higher education and apprenticeships opportunities and, 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 technical education, higher education and apprenticeships – through open events, progression week, assemblies, drop ins, group discussions and taster events;
- understand how to make applications for the full range of academic and technical courses.

### Opportunities for Access

A number of events, integrated into the colleges careers programme, will offer providers the opportunity to come into college to speak to learners and/or their parents/carers. These include:

- Fresher's Fair and Induction Talks
- HE Fair
- Apprenticeship Fair
- Progression Week
- Lunch time drop ins
- Apprenticeship events
- Adhoc Workshops
- Workplace Visits
- FE Life Taster Sessions (prospective learners)

Please speak to our Student Support or Employer Services team to identify the most suitable opportunity for you.

### Procedure

Within the college we have separate services who engage with employers, institutions and businesses. A provider wishing to request access should contact the following:

## Provider Access Policy

Laura Main, Head of Student Support, Email: [Laura.Main@hartlepoolfe.ac.uk](mailto:Laura.Main@hartlepoolfe.ac.uk)

Tina Preston, Lead Student Adviser, Email: [Tina.Preston@hartlepoolfe.ac.uk](mailto:Tina.Preston@hartlepoolfe.ac.uk)

Gary Riches, Head of Employer Services, Email: [Gary.Riches@hartlepoolfe.ac.uk](mailto:Gary.Riches@hartlepoolfe.ac.uk)

Steve Lord, Industry Placement Officer, Email: [Steve.Lord@hartlepoolfe.ac.uk](mailto:Steve.Lord@hartlepoolfe.ac.uk)

## Premises and Facilities

The college and its schools will make the college atrium, conference room, classrooms or private meeting rooms available for discussions between providers and learners, as appropriate to the activity. The college may also make use of the Future Me Zone. The college will make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with a member of the Student Support team or as advised.

Providers are welcome to leave a copy of prospectus or other relevant literature at the Student Services desk and/or the Future Me Zone. Both facilities are available to all students throughout the working day.

## Review

Our policy will be reviewed with relevant colleagues June 2020.