

Title	Author	Approved By: Date		Review Date
Provider Access Policy	Linda Tebb	New Policy: LT	June 2018	December 2022
		Latest Update: GM	December 2021	
Impact Assessment:				July 2018

*To be reviewed every year*

## PROVIDER ACCESS POLICY

### 1 Introduction

This policy statement sets out the College's arrangements for managing the access of providers to students at the College for the purposes 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.

### 2 Student Entitlement

Students in years 12-13 are entitled:

- To find out about technical education qualifications and apprenticeships 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 evenings, assemblies, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

### 3 Management of Provider Access Requests

A provider wishing to request access should contact **the Student Support Manager**

Email: [info@selby.ac.uk](mailto:info@selby.ac.uk)

### 4 Opportunities for Access

A number of events, integrated into the College Careers Programme, will offer providers an opportunity to come into College to speak to students and/or their parents.

	Autumn Term	Spring Term	Summer Term
<b>Year 12</b>	Job Fair & Apprentices Event	Small group sessions: future education, training and employment options. Higher Education Event	Small group sessions: future education, training and employment options.
<b>Year 13</b>	Workshops – HE and higher apprenticeship applications	Small group sessions: future education, training and employment options. Higher Education Event	Small group sessions: future education, training and employment options.

The College policy on safeguarding

<http://coffee/PolicyAndProcedure/Safeguarding/Safeguarding%20Policy.docx> sets out the College's approach to allowing providers into college as visitors to talk to our students.

## 5 **Premises and Facilities**

The College will make rooms available for discussions between the provider and students, as appropriate to the activity. The College 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 Student Support Manager or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with Reception to be held in the Careers Learning Resource Centre. The Learning Resource Centre is available to all students at all times during the college day.

## 6 **Equality and Diversity Statement**

Selby College welcomes and celebrates equality and diversity. We believe that everyone should be treated equally and fairly regardless of their age, disability, gender, gender identity, race, religion or belief, sexual orientation and socio-economic background. We seek to ensure that no member of the College community receives less favourable treatment on any of these grounds which cannot be shown to be justified.

This document is written with the above commitment, to ensure equality and diversity is at the centre of working life at Selby College.

## 7 **Safeguarding Policy**

Selby College recognises its moral and statutory responsibility to safeguard and promote the welfare of students. We work to provide a safe and welcoming environment where students are respected and valued. We are alert to the signs of abuse, neglect, radicalisation and extremism and follow our procedures to ensure our students receive effective support, protection and justice. Selby College expects Governors, staff and volunteers working on behalf of the college to share this commitment.

## 8 **Fraud, Bribery & Corruption**

Selby College follows good business practice and has robust controls in place to prevent fraud, corruption and bribery. Due consideration has been given to the Fraud Act 2006 and the Bribery Act 2010 in the development/review of this policy document and no specific risks were identified.

## 9 **General Data Protection Regulation (GDPR)**

Personal data held by Selby College is subject to General Data Protection Regulation (GDPR).

For information about your rights under GDPR you can see our Privacy Notice - [www.selby.ac.uk/privacy](http://www.selby.ac.uk/privacy).

## 10 **Covid19 Virus Precautions**

Selby College has attempted, so far as is reasonably practicable, to reduce the risk exposure to staff and students from Covid 19; however, it is unfortunately inevitable that exposure will occur. It is therefore essential that government and College guidance is followed. Wherever possible a social distance of 2m should be maintained both indoors and outdoors. Anyone experiencing symptoms must seek a test and stay away from College