

Policy Number:  
Policy Date Date: July 2021

Policy to be Reviewed: Annual Basis



# My Life Learning Provider Access Policy 2021 – 2022

## Introduction

This policy statement sets out My Life Learning Independent Specialist College arrangements for managing the access of providers to learners at 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.

## Student Entitlement

All students will be able to:-

Find out about the full range of options available to them at as part of a careers programme. This will include information on education, supported internships, apprenticeships, further education, adult social care, volunteering and training opportunities.

To hear from a range of local providers about the opportunities that they offer through Careers Week, Next Steps – Transition Event, Employer Talks, group discussions, Taster Days.

To understand how to make applications to the full range of options available

## Management of Provider Access Requests

A provider wishing to request access to discuss employment/work experience or training opportunities should contact Caroline Lamb, Careers Leader - Telephone 01257 472900 ext.1014 or email: [caroline.lamb@my-life.org.uk](mailto:caroline.lamb@my-life.org.uk)

## Opportunity for Access

During the academic year there will be a number of events e.g. careers week, transition day, employer/provider talks which form part of the careers programme whereby, providers will be given the opportunity to speak to students and/or parents/guardians.

Autumn term	<ul style="list-style-type: none"><li>• Vocational Profiling</li><li>• One to One Information, Advice and Guidance (IAG) interviews</li><li>• Dedicated Careers sessions (in the PSHE programme) to explore the world of work</li><li>• Employer Talks where possible</li></ul>
Spring Term	<ul style="list-style-type: none"><li>• Information, Advice and Guidance (IAG) interviews</li><li>• Dedicated Careers sessions (in the PSHE programme) to explore the world of work</li><li>• National Careers Week</li></ul>
Summer Term	<ul style="list-style-type: none"><li>• Information, Advice and Guidance (IAG) interviews.</li><li>• Dedicated Careers sessions (in the PSHE programme) to explore the world of work</li><li>• Support for moving on to an apprenticeship/ Supported Internship</li><li>• Support with Next Steps transition– links with other providers</li><li>• Employer Talks</li></ul>

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*\* Further activities and opportunities take place throughout the academic year which are bespoke to individual need. Learners can seek Careers Guidance as and when they wish but have 3 dedicated interviews throughout the year.*

Please speak with the Careers Leader to identify the most suitable opportunity for you.

### **Premises and Facilities**

The College will provide a meeting space for discussions between providers and learners, as appropriate to the activity. The College will also make available audio visual and other specialist equipment to support provider presentations. This will be discussed and agreed in advance of the visit with the Careers Leader. Employers/Providers are welcome to leave a copy of any relevant literature with the Careers Leader, this will be made available to students and families as appropriate.