

**COVID19 ADDENDUM: Visitors to site are currently welcome with the provision of LFT testing taking place in advance. Set dates of events are subject to change due to ongoing pandemic restrictions.**

## Provider Access Policy Statement

Windsor High School and Sixth Form use the Gatsby 8 Benchmarks to inform the provision of Careers Education, Information and Guidance (CEIAG) delivered. As part of our commitment to informing students of the full range of learning and training routes available we consider requests from training providers, vocational education routes and apprenticeship providers to speak to students and will also approach these partners ourselves when planning organising key CEIAG events throughout the school year.

### Opportunities for access

A number of opportunities exist within the CEIAG programme which may be suitable for providers to visit the school to speak to students. These include:

Events	Description	Dates 2021-22
<b>'Aspire to...' employer exposure</b>	'Aspire to...' allows students to plan questions for guest speakers who record a video response. The videos are collated in a digital library for students and are shown within tutor time with purposeful discussion. Alternatively, speakers can visit at lunchtimes for students to opt-in to discover more within an informal Q&A session.	Throughout the year
<b>Assemblies</b>	A formal opportunity to speak to students regarding your offering. Assemblies within themed and appropriate weeks relevant to students will be considered. For example, National Careers Week.	Throughout the year
<b>Character Development Days</b>	Four days each academic year the timetable is collapsed for an alternative curriculum delivered based on PSHCE and CEIAG. A formal or informal gathering with certain year groups or students could take place at this time.	25th November 25th January 23rd March 24th June
<b>Sixth Form Careers Fair</b>	Each spring term the Sixth Form holds a Careers Fair event for students from year 9 upwards. The yearly rotation of Russell Group focus / global focus would depend on when providers of technical, vocational or apprenticeship routes would be able to attend.	23rd March
<b>Post 18 Evening</b>	Windsor Sixth Form hosts a post 18 evening for parents in which providers may wish to attend to inform students and parents about their technical, vocational or apprenticeship route.	16th June

All requests should be emailed at least 6 weeks in advance of an expected date for the planned session. All requests will be given due consideration from the designated Careers Leader and Senior Leadership. Requests will be refused if:

- they impinge on students preparation for public or internal exams
- they clash with other planned school events
- the school is unable to provide staff to support the event
- rooming is unable to be found due to timetabling clashes

In the first instance, requests by providers should be sent to designated Careers Leader Mrs J Brookes at [jbrookes@windsor.windsoracademytrust.org.uk](mailto:jbrookes@windsor.windsoracademytrust.org.uk). For questions on this or the wider CEIAG programme at Windsor High School and Sixth Form, please do not hesitate to contact Mrs J Dhanoya via [jdhanoya@windsor.windsoracademytrust.org.uk](mailto:jdhanoya@windsor.windsoracademytrust.org.uk).

The following policies may also be of interest to providers:

- Careers Policy
- Safeguarding Policy

These can be found on the policies page of the [Windsor Website](#).