

Sandbach School Access Arrangements and ‘Baker Clause’ Policy Statement (Plus Covid-19 Update) 2021 onwards

NB* The following access arrangements may be affected by Covid-19 protocols at the time of asking and therefore, please be aware that requests for access will be assessed in line with Department of Health National Guidelines and Cheshire East ‘regional’ variations prior to confirmation or approval.

As part of Sandbach School’s commitment to impartiality and informing our pupils of the full range of learning and training routes on offer to them, we are happy to consider ‘access’ requests from vocational training organisations, apprenticeship providers, Further Education colleges and Higher Education. We will also continue to approach these partners ourselves when planning and organising key careers events throughout the school year.

In the first instance, providers should consult with us about the possibility of ‘input’ at our main calendared careers events *e.g. Student Enrichment Days and Work Related PSHCE sessions linked to careers ‘pathways’*.

These events provide ample and ideal opportunities to speak to students and parents, both individually and in groups, to offer information on academic, vocational and apprenticeship routes. These usually take the form of assemblies, student forums / workshops and themed enrichment days throughout the year. The timings, facilities, parking and registration details are confirmed and then emailed out to exhibitors in good time before the event. Virtual or recorded ‘on-demand’ presentations will also be welcomed depending on ICT protocols and the relevant safeguarding arrangements being put in place.

We also have a number of whole year group assembly times which provide short-focused opportunities to speak to students about what is on offer? These assemblies typically run for a 25-minute period on one day a week (depending on the year group in question). These can be directed towards whole year groups of around 220 students and are conducted in an assembly venue with full audio-visual support. Alternatively, assemblies can be offered to smaller groups of students and to groups of students with specialist interests.

Assembly times are usually on offer through the early part of the Autumn and Spring terms as, at other times, our halls are used for exams and so assemblies do not take place. If you are a provider, and would like to enquire about the availability of assembly times or to make other access arrangements, then please email our Careers Leader, Steve Mills smills@sandbachschool.org, or school enquires enquires@sandbachschool.org with an outline of your request.

If a provider is unable to attend these events or feels that their presentation requires different circumstances or that they are hosting an event that they wish to promote, they should contact our Careers Leader in the first instance, outlining the relevant details of their request *i.e. the role of the training, vocational or apprenticeship provider you represent, the aim of the presentation, if the request is for an assembly slot, the number of students the presentation or session is designed for, the length of the talk or presentation, the target year group for the session or presentation, what display or other facilities the session would require, how many provider staff (and names of staff) that will be visiting and what support from school staff you would require on the day.*

If the email is notification of an event at an offsite venue, please include timings of the day, a list of other invited schools and providers, any accessible funding streams for transport costs and a visit risk assessment of the venue. The event will then be considered in relation to student commitments and needs, staff availability and relevant costs.

Ideally, all requests should be emailed at least 6 weeks (a school half-term) in advance of an expected date for the planned session. All requests will be given due consideration by our Careers Leader and Senior Leadership / Zone Manager. NB* Requests may be deferred if:

- they impinge on students’ preparation for public or internal exams
- they clash with other school events such as visits, other speakers, well-being days, school photographs, sports days, public or internal exams, parents’ communication events etc.
- the school is unable to provide staff to support the presentation or talk due to previous commitments
- rooming for the talk or event is unable to be found due to timetabling clashes on the preferred dates.
- restrictions due to the covid-19 pandemic and government advice / requirements

A response to any request will come via the school Careers Leader. Following approval, we will provide clear instructions before the event on visitor parking, visitor registration, a contact member of staff and their contact details, the teaching room or venue to be used for the session and the presentation facilities the space offers. If you have questions please do not hesitate to contact our Careers Leader, Steve Mills.