Provider Access Policy

Date established by governing body	Autumn Term 2026
Date for full implementation	Immediately
Date for review	Autumn Term 2027

Aims/Rationale/Purpose:

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school to give them information about the provider's own education or training offer.

Within our school context a 'career' is defined as a pathway through life. This includes independent living skills, learning about the world and around them and the understanding of options available to them when they leave school, with support and advice through creative careers education, guidance and work-related learning opportunities. The programme is reviewed annually as part of a formal audit process.

Student Entitlement:

All pupils in years 8-13 are entitled:

- to learn about technical education qualifications, supported internships and apprenticeships opportunities, as part of a programme which provides information on the full range of education, training and further learning options available at each transition point;
- at least six encounters from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses in other FE environments.

Encounters must include:

- Information about the provider and their qualifications.
- Career pathways linked to those qualifications.
- What learning/training with the provider is like.
- Q&A opportunities for students.

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Legislation, Statutory Requirements or Guidance:

This complies with the school's legal obligations under Section 42B of the Education Act 1997 and the Skills and Post 16 Education Act 2022.

Procedures and Practice:

A provider wishing to request access should contact:
Mrs Charlotte Calcutt (Careers Leader), Telephone: 01670 823182;
Email: admin@cleaswellhill.org

A number of events, integrated into the school's programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers. Please see our website to find more about opportunities offered to our young people and speak to our Careers Leader to identify the most suitable opportunity for you and our young people.

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations upon request. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the school reception to be passed on to the Careers Leader who will disseminate as required. All students will have access to these materials.

Schools and colleges are not entitled to require a Disclosure and Barring Service (DBS) check for a visitor who is in the school for a "one-off" visit. However, head teachers and appropriate members of SLT should decide on the appropriate level of supervision for the duration of the visit. Due to the level of vulnerability of students within our school, we may ask for supporting documentation depending on the activity and its duration.

Monitoring and Evaluation:

Staff will be present during provider visits. Provider visits will be monitored and recorded on Compass+ by the Careers Leader. The policy will be reviewed annually by the Careers Leader and Senior Leadership Team. Feedback from students, staff, and providers will inform updates.

Links to other Policies:

This Provider Access policy embraces policies and procedures for teaching and learning, school visits, curriculum, behaviour, special educational needs, equality, assessment and recording and reporting.

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Chair of Governors: Tim Chrisp

Date: Autumn 2026