

TITLE: Provider access policy statement		
APPROVAL BODY: Trust Board	DATE: 11.03.25	REVIEW DATE: 31.07.26

Provider access policy statement

This statement sets out expectations regarding Provider Access

Principles

- We believe that every learning is important and may have needs that require teaching and learning environment and resources reasonable adaptation.
- The most impact in learning happens when learners know why, how etc therefore we seek to provide learning through practical experience etc.

As an organisation we seek opportunities to embed learning and make knowledge and skills relevant to the learning

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1. Aims

This policy statement aims to set out our academies arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

Activate Learning Education Trust (ALET) places preparation for future life and career at the centre of all it does; we treat positive destination outcomes as highly as academic outcomes. This is underpinned by our Learning Philosophy and Attributes.

2. Statutory requirements

Academies are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Academies must provide a minimum of 6 encounters with technical education or training providers to all students in years 8 to 13 (see more detail in section 2.1 below).

Academies must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the Education Act 1997, the Skills and Post-16 Education Act 2022 and on page 43 of guidance from the Department for Education (DfE) on careers guidance and access for education and training providers.

This policy shows how our academies complies with these requirements.

2.1 The 6 encounters academies must offer to all students in years 8 to 13

Academies must offer:

- 2 encounters for students during the 'first key phase' (year 8 or 9)
 - All students must attend
 - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for students during the 'second key phase' (year 10 or 11)
 - All students must attend
 - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for students during the 'third key phase' (year 12 or 13)
 - Students can choose to attend
 - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

These encounters must happen for a reasonable period of time during the standard academy day. Academies can continue to provide complementary experiences but encounters outside of academy hours won't count towards these requirements.

Academies must ask each provider to provide the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from students

Whilst the above sets out the statutory requirement of academies, Activate Learning Education Trust's Learning Philosophy is based upon ensuring that all students feel motivated to achieve their next destination and receive the support and guidance needed to pursue all opportunities available.

2.2 Meaningful provider encounters

Our Trust is committed to providing meaningful encounters to all students.

1 encounter is defined as 1 meeting/session between students and 1 provider. Meaningful live online engagement is also an option at our Trust.

3. Student entitlement

All students in years 8 to 13 at academies in our Trust are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact the named careers leader in each academy, by contacting the main reception, contact details can be found on each academy's website.

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into our academies to speak to students and/or their parents/carers.

Please speak to the academies Careers Leaders to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Each request for access will be considered on a case-by-case basis, in line with the purpose of this policy.

Access may be denied for safeguarding reasons, for reasons that may affect the overall educational experience of our students, or where we deem these to be unsuitable for individuals, groups, or all students.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the academies procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

Each academy will make the main hall, classrooms, or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. Each academy 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 Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception.

5. Previous providers

Academies will inform parents through newsletters and their website of previous providers.

6. Student destinations

Destinations information can be found on each academies website.

7. Complaints

Any complaints related to provider access can be raised following the Trust complaints procedure available on the Trust website or directly with The Careers & Enterprise Company via

provideraccess@careersandenterprise.co.uk

8. Links to other policies

Outline any links to other policies you have, such as:

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy

9. Monitoring arrangements

The Trust's arrangements for managing the access of education and training providers to students are monitored by the Executive team.

This policy will be reviewed by Executive team every three years.

At every review, the policy will be approved by the Trust Board.