PROVIDER ACCESS
POLICY STATEMENT

DOCUMENT CONTROL SHEET

Policy	Amendment	Staff Member	Committee/Date	FGB Approved	Start review On
Provider Access Policy Statement	New Policy from The Key	AHT Head of 6th Form		Email Approval 19 December 2024	1 December 2025
Provider Access Policy Statement	Minor wording changes	AHT Head of 6th Form	Policy 2 March 2026	16 March 2026	1 November 2026

This policy is effective until superseded

Contents

1. Statutory requirements

Schools 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.

Schools must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13.

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

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 school complies with these requirements.

1.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
  - All pupils must attend
  - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
  - All pupils must attend
  - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
  - Pupils 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 school day. Schools can continue to provide complementary experiences, but encounters outside of school hours won't count towards these requirements.

Schools 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 pupils

Mayflower High School therefore will provide the following:

- A minimum of two compulsory encounters for pupils of Year 8 and 9 before 28 February of Year 9
- A minimum of two compulsory encounters for pupils of Year 10 and 11 before 28 February of Year 11
- A minimum of two elective encounters for pupils of Year 12 and 9 before 13 February of Year 13

1.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils.

1 encounter is defined as 1 meeting/session between pupils and 1 provider.

Meaningful live online engagement is also an option at our school.

2. Aims

This policy statement aims to set out our school's 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 for external agencies to speak or present to students in Y8 to Y13.

 The grounds for granting and refusing requests for access

 Details of premises or facilities to be provided to a person who is given access

3. Pupil entitlement

All pupils in years 8 to 13 at Mayflower High School 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, e.g. through activities and events such as options events, assemblies and taster events
- 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 Mr J Hurd, Careers Lead

Telephone: 01277 623171

Email: jhurd@mayflowerhigh.essex.sch.uk

4.2 Opportunities for access

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

	Autumn Term	Spring Term	Summer Term
Year 8		Employer event for pupils and parents/carers – market stall event giving overview of local, regional and national opportunities and skills requirements	Careers workshop
Year 9	Assembly and tutor group opportunities – employability skills	Key Stage 4 options event	**No encounters –encounters must have taken place by 28 February**
Year 10	Year 10 Focus Evening Life Skills – work experience preparation sessions Assembly and tutor group opportunities	Market Stall Event Technical/vocational tasters at local college/s, training providers	Work experience

Year 11	Year 11 Next Step Evening Post-16 apprenticeships assembly Meetings with careers adviser Year 12 Open Evening	Market Stall Event Technical/vocational tasters at local college/s, training providers Post-16 interviews Apprenticeships – support with applications	**No encounters –encounters must have taken place by 28 February** Confirmation of post-16 education and training destinations for all pupils
Year 12	Post-18 assembly – apprenticeships	Market Stall Event Assembly and tutor group opportunities – employability skills Small group sessions: future education, training and employment options Meetings with careers adviser Higher Education Evening	Technical/vocational tasters at local college/s, training providers Higher education (HE) fair

Year 13	Post-18 assembly – with higher and degree apprenticeship providers Workshops – HE and higher apprenticeship applications	Market Stall Event Meetings with careers adviser Assembly and small group opportunities – employability skills	**No encounters –encounters must have taken place by 28 February** Confirmation of post-18 education and training destinations for all pupils

4.3 Granting and refusing access

Please contact the Careers Leader to identify the most suitable opportunity for you. Access will be granted in line with the school's Safeguarding Policy.

4.4 Safeguarding

Our safeguarding/child protection policy outlines the school's 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

- The school will make the Main Hall, classrooms or private meeting rooms available for discussions between providers and students as appropriate to the activity
- The school will make available AV equipment necessary to support provider presentations. This will need to be agreed in advance with the Careers Leader.
- Meaningful online engagement is also an option and we are open to providers who wish to provide online engagement activities. We use Google Suite for this usually.

5. Previous providers

In previous terms/years we have invited the following providers from the local area to speak to our pupils:

- Connexions
- DWP
- Teledyne e2v
- University of Law
- Oxford Brookes University
- Building Design Consultants
- RSM
- The Police
- Essex Apprenticeship Hub

6. Pupil destinations

Previously, our year 11 pupils moved to a range of providers in the local area after school including but not limited to:

- USP Benfleet
- Writtle College
- Chelmsford College
- Basildon Procat
- King Edward Seventh Grammar School
- Southend College
- Jet Hairdressing Academy
- Brentwood School
- Southend High School for Girls
- Hadlow College
- JT Electrical
- UFC Aerospace

Previously, our year 13 pupils moved to a range of providers in the local area after school, including but not limited to:

- University of East Anglia
- Anglia Ruskin University
- Bank of England
- University of Essex
- Queen Mary University of London
- University College London
- Beazley Insurance
- Wellmax
- TLT
- Sovereign International Ltd

7. Complaints

Any complaints related to provider access can be raised following the school complaints policy 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
- Complaints policy

9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to pupils are monitored by Mr J Hurd, Careers Leader

This policy will be reviewed by the Assistant Headteacher, Head of 6th Form on an annual basis

At every review, the policy will be approved by the governing board.