Careers: Provider Access Policy Statement

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Governing Body	June 2026	June 2027

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1. Aims

This policy statement aims to set out arrangements at the CE Academy for managing the access of education and training providers to pupils 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

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access pupils for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools 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 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 The CE Academy complies with these requirements.

The CE Academy is committed in providing pupils with meaningful encounters with a range of providers. An encounter is defined as a meeting/session between pupils and one provider.

This is important based on evidence that a young person who has four or more encounters with an employer is 86% less likely to be unemployed or not in education or training and can earn up to 18% more during their career.

Schools must offer:

- two encounters for pupils during the 'first key phase' (year 8 or 9);
- two encounters for pupils during the 'second key phase' (year 10 or 11).

These encounters must happen for a reasonable period of time during the standard school day.

Meaningful live online engagement is also an option at the academy.

We will ensure each provider provides 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.

3. Student entitlement

All pupils at the CE Academy 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.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships. This maybe in person or online.
- Understand how to make applications for the full range of academic and technical courses.

4. Provider access requests

At the CE Academy, ensuring appropriate destinations for our young people is taken very seriously. It is a key part of our ethos that guiding young people in careers options is the responsibility of all staff.

We welcome employers and providers to visit any campus during the PSHE (Personal, Social, Health and Economic) education sessions, which are timetabled weekly.

A notice period of three weeks minimum is required. Interested parties should contact

- *Paul Kairis, Assistant Headteacher 01604 239 733 pkairis@ce-academy.org*

4.1 Safeguarding

Education and training providers will be expected to adhere to our Safeguarding and Child Protection Policy policy.

All visitors will be required to follow the signing in procedures.

4.2 Premises and facilities

A room will be provided to enable providers to access students.

Any group work sessions will be supervised by CE Academy staff.

If providers require specialist equipment and/or resources please inform staff prior to your visit. Interactive whiteboards are available for audio and visual purposes.

Providers will be able to leave prospectuses or other material for students to read.

5. Complaints

As a member of the Tove Learning Trust, we follow their complaints procedure. This procedure can be found on our website as well as the Tove Learning Trust's website.

6. Links to other policies

- Safeguarding and Child Protection Policy (TOVE)
- Careers Guidance Policy
- Complaints Procedure and Complaints Form (TOVE)

7. Monitoring arrangements

Arrangements for managing the access of education and training providers to students are monitored by Paul Kairis, Assistant Headteacher.

Policy Control Sheet

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02	June 2024	P Kairis	Update of PACC to PSHE LB to PK
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