



Provider Access Policy

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1. Aims

This policy statement aims to set out The Rise Partnerships Trust (RPT) 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

Our mission is for every child and young person to be successful in their future lives. For this to happen we must champion the unique potential of every pupil. We know that an excellent education underpinned with opportunities to love, learn and laugh is transformative, and we are committed to this motto.

We take into account pupils' varied life experiences and needs, providing equal opportunities for all pupils, whatever their age, disability, race, religion or belief, gender / gender identity or socio-economic background, to ensure that every child really does matter.

2. 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 (see more detail in section 2.1 below).

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](#) 2023.

This policy shows how our school complies with these requirements.

3. Student Entitlement

All students in years 8 to 13 at The Rise Partnership Trust are entitled to:

- Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend
- Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend
- Two encounters for pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend
- 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, supported internships 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 the Careers Leader or Deputy Headteacher.

Wembley Manor
Deputy Head teacher – Andrew Chaplin
Careers Lead – Dorota Wlosek
School contact number - 07762 988 046
Email – dorota.wlosek@wembleymanor.co.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:

- Careers Week
- Curriculum links and events
- Visits throughout the year from providers of apprenticeships and technical qualifications, employers, further education providers and other destinations.

Please speak to the Careers Leader to identify the most suitable opportunity for you

4.3 Safeguarding

Our safeguarding 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.

4.4 Premises and Facilities

The school will make the main hall, classrooms or meeting spaces 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. 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 with the Careers Leader. This will be made available to pupils and families as appropriate.

5. Complaints

Any complaints related to provider access can be raised following the school complaints procedure [The Rise Trust Partnership - Trust policies](#) or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

6. Links to other policies

- Safeguarding/Child Protection Policy
- Careers Guidance Policy
- Curriculum Policy
- Complaints Policy

7. Monitoring arrangements

The trusts arrangements for managing the access of education and training providers to students are monitored by Careers Leader.

This policy will be reviewed by the Headteacher annually.

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