



Provider Access Policy Statement

September 2026

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1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to learners 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 learners in years 8 to 11 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 11 (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 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.

2.1 The 6 encounters schools must offer to all pupils in years 8 to 11

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

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

2.2 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.

3. Pupil entitlement

All pupils in years 8 to 11 at Cardrew Court 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 Kerry Towers Headteacher

Telephone: 01209 91 21 26

Email: ktowers@cardrewcourtschool.org

4.2 Opportunities for access

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

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Local Community employer visits / tours / Q & A / guest speakers in school	Careers Workshops from local employers / 'Life in the day of...', in school workshops.	Careers presentations from local employers / parents and carers / Governors
YEAR 9	Assembly and tutor group opportunities – Local business leader to announce enterprise challenge to link with employability skills	Careers Workshops from local employers / 'Life in the day of...', in school workshops. Meetings with CSW (Parents invited also) or equivalent service provider.	No encounters – encounters must have taken place by 28 February Key Stage 4 options meetings with learners and parents.
YEAR 10	Meetings with CSW or equivalent service provider. (Parents invited also) Post-16 FE College visits to experience options available. Local business leader to announce enterprise challenge to link with employability skills Assembly and tutor group opportunities –	Post-16 FE College visits to experience options available. Taster sessions at local college/s, training providers.	Careers presentations from local employers / parents and carers / Governors Work experience preparation sessions Work experience

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 11	Post-16 provider open evenings / open days signposted Taster sessions at local college/s, training providers. Meetings with CSW or equivalent service provider. (Parents invited also) Post-16 applications	Support with post-16 interviews / applications Access to local careers fairs provided by RLS / Redruth School. Support to attend national apprenticeship event networking event with employers/FE apprenticeship options.	No encounters – encounters must have taken place by 28 February Careers presentations from local employers / parents and carers / Governors Confirmation of post-16 education and training destinations for all pupils. Transition plan / support to Post 16 pathway

Please speak to our Careers lead, Kerry Towers to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Designated careers lessons are delivered during the final 2 weeks of each half-term. Depending upon the availability of our partners (employers/guest speakers etc), events may be arranged across the year to accommodate their needs. For example, experience days at the employers' venue may have limited availability and alternate dates may be requested. When such events occur, staff, parents/carers and learners will be informed of changes and plans/risk assessments will be amended accordingly. Access for local employers/guest speakers will be provided and monitored throughout their attendance at the school. School based staff will supervise the access of all external agencies throughout their visit on school site. External visits to local organisations/colleges etc will be risk assessed, and learners will be monitored by school staff at all times. All external and internal encounters must be agreed by SLT before confirmation.

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

- Cardrew Court school has a selection of rooms and resources including large screens and a hall for larger group meetings

- The process for organising and agreeing which facilities can be used
- Providers can leave prospectuses or other material for learners to read

5. Previous providers

We are in year 1 of the new school opening.

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

6. Pupil destinations

TBC

7. Complaints

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

8. Links to other policies

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

9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to pupils are monitored by Kerry Towers Headteacher.

This policy will be reviewed on an annual basis.