Provider Access Policy Statement

Person Responsible	R. Jones
Governors Committee	Personal Development, Behaviour & Welfare
Review Period	Annually
Date of Review	Summer 2026
Date of Next Review	Summer 2027

Overview

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1. Aims

This policy statement sets out Thamesmead School's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training 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 students in years 7 to 11 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.

Careers provision at Thamesmead School is in line with the statutory guidance developed by the Department for Education, Careers guidance and access for education and training providers; May 2025.

This policy is also in line with the Education (Careers Guidance in Schools) Act 2022. This came into force on 1 September 2022 and amended the existing duty in The Education Act 1997.

This policy is also in line with the more recent Skills and Post-16 Act 2022, which came into force on **1 January 2023**. It explains that our school must provide a minimum of **6 encounters** with technical education or training providers to all pupils in years 8 to 13.

This policy shows how our school complies with these requirements.

This policy should also be read in conjunction with the Equality Act 2010, the Children and Families

Act 2014, the Education Act 2002 (s.175), and Keeping Children Safe in Education (latest version).

3. Pupil entitlement

All registered pupils at Thamesmead School are entitled to:

- Find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point.

- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships

- To understand how to make applications for the full range of academic and technical courses.

4. Management of provider access requests

Procedure

A provider wishing to request access should contact:
Miss R. Jones, Head of Careers, Enterprise and Employability Education, telephone: 01932 219400
Email: r.jones@thamesmead.surrey.sch.uk

4.2 Opportunities for access

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

Please speak to Miss R. Jones (Head of Careers, Enterprise and Employability Education), to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Access to students will be granted if opportunities presented are suitable, appropriate and relevant to students' learning and development.

Access may be refused if: material or opportunity could be discriminatory, biased, or in any way contains unsuitable content; age inappropriate; not of significant relevance; not in the best interests of students; of expense beyond school means; logistically too difficult for the school to facilitate.

Thamesmead School Careers 2026-2027
Our careers programme is delivered through a number of methods, including:

Year 7	• Team building activity offered to all – Thames Young Marines • National Enterprise Challenge – Air products (employability skills and different jobs) • Part of the Personal Development curriculum - lessons with a careers focus
Year 8	• Brooklands Innovation Academy STEM – 20 PP pupils

	• Humanities Trip - Bocketts Farm, Neasden Temple, and Hampton Court including opportunities to learning about different jobs. • Part of the Personal Development curriculum - lessons with a careers focus using the online platform Xello
Year 9	• Choices assembly – Innervate Career Services • Options Evening Fair - Subject leads and Innervate Career Services • Part of the Personal Development curriculum - lessons with a careers focus using the online platform Xello
Year 10	• What next questionnaire, destinations data - Innervate Career Services • Assemblies from sixth form schools and colleges • Interviews one to one - Innervate Career Services • College taster days: Brooklands, Strode's and Woking Colleges • Part of the Personal Development curriculum - lessons with a careers focus using the online platform Xello
Year 11	• Assemblies from Sixth forms, Colleges, apprenticeship providers, independent education providers to find out more about post 16 options including technical choices as well as academic • Interviews one to one - Innervate Career Services • Y11 Mock Interview Day • Opportunities for virtual work experience, the students own time, is shared with parents and students • What next choice assistance: tutors/HOY/PM/RJO/SPI • Part of the Personal Development curriculum - lessons with a careers focus using the online platform Xello

In addition to specific careers related learning, students have access to the following:

- Thamesmead School Careers Fair (All students in year 7-10), including representation from colleges, sixth forms, Universities, Independent Education providers and a variety of industries.
- Job profiles shared weekly in the student bulletin.
- Careers Library
- Xello digital platform activities
- Career-o-meter widget from LMI (Labour Market Information) to get access to labour market information.
- Skills-o-meter widget from LMI to help students discover which jobs they might like to do in the future.
- Bi-weekly careers newsletter and monthly college events and newsletter
- Careers week assemblies
- Tutor activities for National Weeks – green careers, T-level, Apprenticeships and careers week
- Curriculum areas linking their subjects to careers – career clouds, soft skills and careers posters
- External career fair opportunities – e.g., Surrey Festival of Skills

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

Facilities available to providers can include, but are not limited to:

- larger spaces such as halls
- smaller spaces such as classrooms and meetings rooms
- ICT equipment: laptops, audio equipment, projectors

Organising and agreeing which facilities can be used is the responsibility of the event organiser (e.g. Head of Careers, Enterprise and Employability Education/another staff member), who will make a request to the relevant department. Only once this has been agreed with the appropriate person can the event take place.

Providers are welcome to leave prospectuses or other material for students to read, and these can be put in our careers' library, tutor rooms, or other locations where appropriate. The Resource Centre is available to all students before and after school, at lunch and break times.

5. **Provider Access Policy Statement (PAL)**

This policy is also in line with the Education (Careers Guidance in Schools) Act 2022. This came into force on 1 September 2022, and amended the existing duty in The Education Act 1997, so that:

- Our school must now secure independent careers guidance from year 7 (instead of from year 8, previously)

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

As Thamesmead School is for Y7 to Y11 pupils, we will not have to provide 2 encounters during the third phase and therefore will only need to provide 4 encounters.

This was introduced by the Skills and Post-16 Act 2022 on **1 January 2023**, and you should transition to these new arrangements as soon as possible.

You **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 (encounters outside of school hours won't count towards your requirements, but you're still encouraged to provide them).

You **must** ask each provider to offer 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

6. Links to other policies

This policy has links to:

- Thamesmead School's Child Protection & Safeguarding Policy
- Thamesmead School's Careers Policy
- Thamesmead School's Curriculum Policy

7. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Miss R Jones, Head of Careers, Enterprise and Employability Education.

This policy will be reviewed annually by the Careers Lead, and every year by the Governing Body as part of their on-going cycle of review.

Signatures:

Head teacher



Chair of Governors

