



PROVIDER ACCESS POLICY

Responsible	Director of Business and Finance
Approved by Governors	September 2026
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1 Aims

At Alleyne's Academy we aim to provide all pupils from year 9 to 13 with meaningful opportunities to explore a wide range of future options.

This policy statement aims to set out our Academy'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

- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a provider who is given access
- As a school we aim to:
 - Develop knowledge and awareness among our students of all career pathways available to them, including technical qualifications and apprenticeships
 - Support students in learning more about opportunities for education and training outside of the Academy, before they make crucial choices about their future options
 - Reduce drop-out from courses and avoid the risk of students becoming NEET (not in education, employment or training)

2 Statutory Requirements

The Academy is required to ensure that there is an opportunity for a range of education and training providers to access students in years 9 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

The Academy must 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](#)
- [Education and Skills Act 2008](#)
- [The School Information \(England\) Regulations 2008](#)
- [The Skills and Post-16 Education Act 2022](#)
- Guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](#)

This policy shows how our Academy complies with these requirements.

3 Student Entitlement

Students in years 9-13 are entitled:

- to find out about further education training, 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 – through options evenings, assemblies, group discussions and taster events.
- to understand how to make applications for the full range of academic and technical courses at each transition point.

For students of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the ‘first key phase’ (year 9) and two encounters for pupils during the ‘second key phase’ (year 10 to 11). For pupils in the ‘third key phase’ (year 12 to 13), particularly those that have not yet decided on their next steps, there are a minimum of two more provider encounters available during this period, which are optional for students to attend.

3.1 Meaningful Provider Encounters

Our Academy is committed to providing meaningful encounters for all students.

A meaningful encounter:

- Is where the student can explore what it is like to learn, develop and succeed in that environment
- Involves meeting both staff and learners/trainees
- Has a clear purpose
- Is underpinned by learning outcomes that are appropriate to the needs of the student
- Involves a 2-way interaction between the student and the provider
- Includes information about the provider, such as their recruitment and selection processes, the qualifications that provider offers and the careers these could lead to
- Describes what learning or training with the provider is like
- Is followed by opportunities for the student to reflect on the insights, knowledge or skills gained through the encounter

4 Management of Provider Access Requests Procedure

We will offer providers an opportunity to come into the Academy to speak to students or their parents or carers.

A provider wishing to request access should contact:

Mr C Bailey,
Deputy Headteacher
Telephone: 01785 337400
Email: cbailey@alleynes.staffs.sch.uk

4.2 Information we ask from providers

As a Academy we ask each provider to provide the following information for our students:

- Information about your provision and the approved qualifications or apprenticeships you offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with you is like
- Answers to any questions from students

4.3 Opportunities for Access

A range of events, integrated into the Academy Careers Programme, will offer providers an opportunity to speak to students and/or their parents/carers. These are highlighted below, along with the activities that are scheduled for the next academic year.

	Autumn Term	Spring Term	Summer Term
Year 9	Assembly & tutor group opportunities	Assembly & tutor group opportunities Year 9 options evening Careers fair	Assembly & tutor group opportunities Technical/vocational tasters at local college/s, training providers
Year 10	Assembly & tutor group opportunities Technical/vocational tasters at local college/s, training providers	Assembly & tutor group opportunities Technical/vocational tasters at local college/s, training providers Careers fair	Assembly & tutor group opportunities Careers guidance interviews (IAG) Work experience

			Technical/vocational tasters at local college/s, training providers
Year 11	Assembly & tutor group opportunities Careers guidance interviews (IAG) Apprenticeship Fair Technical/vocational tasters at local college/s, training providers Sixth form open evening	Assembly & tutor group opportunities Careers guidance interviews (IAG) Y11 Parents Contact Evening with subject teachers Careers fair	Assembly & tutor group opportunities Careers guidance interviews (IAG)
Year 12	Assembly & tutor group opportunities Careers guidance interviews (IAG)	Assembly & tutor group opportunities Careers guidance interviews (IAG) Degree apprenticeship options (Staffs Uni) Careers fair	Assembly & tutor group opportunities Work Experience Careers guidance interviews (IAG) UCAS Careers Fair Future Options week
Year 13	Assembly & tutor group opportunities Careers guidance interviews (IAG) Other university H/E internal/external visits	Assembly & tutor group opportunities Careers guidance interviews (IAG) Careers fair Stoke Careers Fair Trip	Assembly & tutor group opportunities Careers guidance interviews (IAG)

4.4 Granting and refusing provider access requests

Each access request will be considered on a case-by-case basis.

We will grant access requests where there is opportunity for a positive contribution to our careers programme

4.5 Safeguarding

Our safeguarding policy outlines the Academy's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy. You can find this policy on the school website

4.6 Premises and Facilities

The Academy will make the main hall, theatre, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The Academy will also make available AV and other specialist equipment to support provider presentations. This should all be discussed and agreed in advance of the visit with the careers' leader.

5. Complaints

Any complaints related to provider access can be raised following the school complaints procedure

6. Links to other policies

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy
- Equality and diversity policy
- SEND policy