

## Provider Access Policy Statement

### INTRODUCTION

This policy statement sets out the 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. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

### PUPIL ENTITLEMENT

All pupils in Years 7-11 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 – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses and apprenticeships.

***For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the first key phase (Years 7-9) and two encounters for pupils during the second phase (Years 10-11).***

These provider encounters will be scheduled during the main school house. The provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and approved technical education qualification and apprenticeships that the provider offers
- explain what career route those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider)
- answer questions from pupils

### MANAGEMENT OF PROVIDER ACCESS REQUESTS

A provider wishing to request access should contact:

**Frances Ackroyd, Careers Leader**  
Telephone: 01282 682300 Ext 12109  
Email: [fackroyd@shuttleworth.lancs.sch.uk](mailto:fackroyd@shuttleworth.lancs.sch.uk)

### OPPORTUNITIES FOR ACCESS

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into schools to speak to students and/or their parents/carers. Please speak to our Careers Leader to identify the most suitable opportunity for you.

Year Group	Typical Activities
7	Curriculum link activities, PSHE activities, speakers and visitors
8	Curriculum link activities, PSHE activities, speakers and visitors, understanding LMI, understanding local industry
9	GCSE Options, understanding beyond GCSE options, curriculum link activities, PSHE activities, speakers and visitors
10	Preparation for Post-16 options: understanding FE, understanding apprenticeships, understanding HE, employability skills, employer encounters, workplace visits, CV writing, life skills Curriculum link activities, PSHE activities, speakers and visitors, understanding LMI, understanding local industry
11	Post-16 options: assemblies, careers fair, IAG appointments, application support, CV writing, provider drop-ins, understanding all available local options and LMI Curriculum link activities, PSHE activities HE lectures

## **PREMISES AND FACILITIES**

The school will make the Atrium (main hall), classrooms or private meeting rooms 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 at the careers area of the Library, which is managed by the Careers Leader. This is available to all students at break and lunch times.

## **APPROVAL & REVIEW**

Reviewed: March 2026

Next Review: September 2027

Signatures:



Frances Ackroyd  
Careers Leader



Ruth England  
Headteacher