PROVIDER ACCESS POLICY STATEMENT

2025-2026

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Reviewed by:	Mr L Davis, Curriculum Leader Personal Development/Careers	
Website:		
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1. Aims

At Sandy Secondary School we aim to provide all students from Year 8 to 13 with meaningful opportunities to explore a wide range of future options.

This policy statement aims to set out our school'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 school, 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

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 students 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
- 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 school complies with these requirements.

3. Student Entitlement

All students in Years 7 to 13 at Sandy Secondary School are entitled to:

- Find out about further education training, 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 drop-down days, assemblies and taster events
- Understand how to make applications for the full range of academic and technical courses
- Have a minimum of 6 encounters with providers.

These encounters must happen for a reasonable period of time during the standard school day.

As a school we can provide complementary experiences but encounters outside of school hours will not count towards these requirements.

Access to providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. We are committed to encouraging all students to make decisions about their future based on impartial information.

Students in Year 7 to 9

All students in these year groups are offered:

- 3 encounters with education and training providers
    - All students must attend
    - Encounters can take place any time during Year 7 to the end of Year 9.

Students in Year 10 and 11

All students in these year groups are offered, as a minimum:

- 3 encounters with education and training providers
    - All students must attend
    - Encounters can take place any time during Year 10 and 11.

Students in Year 12 and 13

All students in these year groups are offered, as a minimum:

- 3 encounters with education and training providers
    - Students can choose to attend
    - Encounters can take place any time during Year 12 and 13.

3.1 Meaningful encounters with providers

Our school is committed to providing meaning 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

4.1 Procedure

A provider wishing to request access should contact Mr Lewis Davis, Careers Education Lead.

Telephone: 01767 680598

Email: careers@sandysecondaryschool.com

4.2 Information we ask from Providers

As a school 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

There are a number of events, integrated into our careers programme, that offer providers an opportunity to come into school to speak to students and/or their parents/guardians.

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

Below is a table showing various opportunities for providers to speak to students and/or their parents/guardians. This is a working document that is ever-changing and evolving as we seek to grow our careers provision. If there is an opportunity you would like to offer that is not listed below, please get in touch with our careers leader as detailed above.

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 7	Subject Specific Visitors/Talks	Subject Specific Visitors/Talks Careers Networking Event (19th March 2026)	Subject Specific Visitors/Talks Meet the Employer/ Guess My Job Event
YEAR 8	Subject Specific Visitors/Talks	Subject Specific Visitors/Talks Careers Networking Event (19th March 2026) Work Shadowing	Subject Specific Visitors/Talks *Future Me* / GCSE Options Day
YEAR 9	Subject Specific Visitors/Talks	Subject Specific Visitors/Talks Careers Networking Event (19th March 2026)	**No encounters – encounters must have taken place by 28 February**

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 10	Subject Specific Visitors/Talks Work Shadowing Careers & Post-16 Day (including Mock Interviews)	Subject Specific Visitors/Talks Careers Networking Event (19th March 2026)	Subject Specific Visitors/Talks
YEAR 11	Subject Specific Visitors/Talks	Subject Specific Visitors/Talks Careers Networking Event (19th March 2026) Apprenticeship Show	**No encounters – encounters must have taken place by 28 February** Confirmation of post-16 education and training destinations for all students
YEAR 12	Subject Specific Visitors/Talks UCAS Fair Apprenticeship Show Enterprise Challenge	Subject Specific Visitors/Talks Careers Networking Event (19th March 2026) Work Shadowing	Subject Specific Visitors/Talks UCAS Days
YEAR 13	Subject Specific Visitors/Talks UCAS Fair UCAS Days	Subject Specific Visitors/Talks Careers Networking Event (19th March 2026) Apprenticeship Show	**No encounters – encounters must have taken place by 28 February** Confirmation of post-18 education and training destinations for all students

4.4 Live Online Encounters

We will consider requests for live online encounters with providers, which may be broadcast into classrooms or the school assembly hall. We will need to carry out technology checks in advance to make sure systems are compatible.

4.5 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.

4.6 Safeguarding

Our Safeguarding/Child Protection policy outlines the school's procedure for checking the identity and suitability of visitors. You can find the policy on our website, or you can request a copy, along with our DBS policy.

Education and training providers will be expected to adhere to this policy.

4.7 Premises and Facilities

We will provide an appropriate room or assembly hall, with the necessary equipment providers require to carry out their visit effectively – details will be agreed with the provider.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Education Lead or Careers Advisor.

Providers will be met and supervised by a member of staff who will facilitate their visit.

5. Working with Parents and Guardians

We aim to involve parents and guardians in our careers programme and welcome your attendance at encounters with providers in school, where appropriate and will notify you of this by letter.

If you would like to speak to the school about encounters with providers, please contact Mr Davis the Careers Education Lead on 01767 680598 or by email: Ldavis@sandysecondaryschool.com.

We also welcome feedback from parents and guardians to help improve our offer of encounters with providers and will do this through surveys or evaluation forms after the event.

6. Previous Providers

In previous terms/years we have invited the following providers from the local area to speak to our students:

- Aden Contracting
- Amplius
- ASHE Group
- Bedford College Group
- Bedford Hospitals NHS Trust
- Bedfordshire Fire & Rescue
- Bedfordshire Police
- Blackmore UK
- British Army
- Deepdale Vets
- East of England Ambulance Service
- Everyone Active
- Flamingo Flowers
- GSK
- Herts Young Homeless
- Impact Food Group
- Inspire2Ignite
- Kier Group
- Leibherr Great Britain
- Let's get Nailed
- Lockheed Martin
- MBDA
- North Herts College
- Sandy Secondary School Sixth Form

- Satchells Estate Agents
- Simply IT
- SSG Services
- Stageworks College
- Trade Recruitment
- Two Mile Ash Initial Teacher Training / Chiltern Learning Group
- University of Bedfordshire
- University of Hertfordshire
- University of Northampton
- Wates
- Wyboston Lakes Health and Fitness Club
- Youth Support Service (Central Bedfordshire Council)

7. Student Destinations

Last year, our Year 11 students moved to a range of providers after school:

- Sandy Sixth Form
- Bedford College
- Shuttleworth
- Hitchin College
- Sam Whitbread Sixth Form
- Apprenticeships
- Employment – various

Last year, our Year 13 students moved to a range of providers after school:

- Nottingham University
- Lincoln University
- Bristol University
- Sunderland University
- University of Bedfordshire – to name just a few
- Higher Level apprenticeship
- Employment – various

8. Complaints

Any complaints related to provider access can be raised following the school complaints procedure which can be found on the school website.

9. Links to other policies

Outline any links to other policies you have, such as:

- Safeguarding/Child Protection policy
- Careers Guidance policy
- Curriculum policy
- Complaints policy
- Equality and Diversity policy
- SEND policy