

Provider access policy statement



WELLBROOK
SCHOOL

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Wellbrook School

Provider access policy statement

We understand our duty to provide pupils in Years 8-13 with access to providers of post-14, post-16 and post-18 education and training. Since our school caters for pupils in Years 5 - 11, this policy statement sets out how we manage access requests from these providers for our pupils in Years 8 - 11.

What are pupils entitled to?

In line with the DfE's '[Careers guidance and access for education and training providers](#)', we will ensure that all pupils, regardless of background or needs, can access provider encounters and encounters are made accessible to pupils with SEND.

Pupils in Years 8 to 11 are entitled to:

- Learn more about technical education qualifications and apprenticeship opportunities as part of a careers programme which informs pupils of the full range of education and training options available to them at each transition point.
- Hear from a range of local providers about the opportunities on offer, for example, technical education and apprenticeships – this will be achieved through options evenings, assemblies, group discussions, and taster events.
- Understand how to apply to the full range of academic and technical courses available to them.

All pupils in Years 8 to 11 will receive at least four encounters with accredited providers of technical education and apprenticeships. As a minimum, we will provide:

- Two encounters that are mandatory for all pupils to attend that take place any time during year 8 or between 1 September and 28 February during year 9.
- Two encounters that are mandatory for all pupils to attend that take place any time during year 10 or between 1 September and 28 February during year 11.

What opportunities are provided to allow access to pupils?

Via our school careers programme, we offer providers numerous opportunities throughout the school year to speak to pupils and/or their parents.

These sessions will be scheduled during the school's standard opening hours.

During these sessions, at a minimum, providers will be given enough time to:

- Share information about the provider and the approved technical qualifications and apprenticeships they offer.
- Explain what career routes these qualifications and apprenticeships could lead to.
- Provide insights into what it might be like to learn or train with that provider.
- Answer pupils' questions.

The Wellbrook School will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

Who should providers contact to discuss events and options?

Providers can speak to our careers leader, K Padian, to discuss possible attendance at relevant events.

Our **Child Protection and Safeguarding Policy** sets out the school's approach to allowing providers into school to speak to our pupils.

What are the rules for granting and refusing access requests?

We will grant access requests that meet the following criteria:

- The provider offers approved technical or apprenticeship routes
- The provider offers SEND-friendly or supported learning pathways relevant to the school's cohort
- The opportunity broadens pupil awareness of local, regional, or national progression routes
- The request complements an existing school event or careers theme (e.g., Apprenticeship Week, STEM Week)
- The session aligns with pupils' next steps and career planning
- The provider meets safeguarding expectations

We will refuse any access request where:

- The provider is not offering recognised education or training qualifications
- The proposed session conflicts with the school calendar or events
- The provider does not meet the school's safeguarding requirements
- The provider has a history of failing to engage professionally or meet agreed arrangements

What can providers expect once a request has been accepted?

Once we have approved a provider, we will work with them to identify the best method for providing access to our pupils. We will make the school hall, classrooms and private meeting rooms available to host discussions between providers and pupils. We will also make presentation equipment, available to providers.

Arrangements will be discussed in advance between our careers leader and a nominated member of the provider's team. Providers are welcome to leave a copy of their prospectus and other relevant course literature with the careers leader so that they can be displayed in the Careers Section of the school library.

How are complaints regarding provider access managed?

If you have a complaint relating to the school's provider access arrangements, you can raise it in line with the school's **Complaints Procedures Policy** or you can contact The Careers and Enterprise Company directly on provideraccess@careersandenterprise.co.uk.