Provider Access Policy
School Policy

Accountable Trust Committee	Local Governing Bodies
Policy Area	Education
Responsible Officer	Director of Education
Status	Trust Template
Policy Rationale	Statutory
Categorisation	School-Mandatory
Implementation Date	Summer 2026
Publication	School Website, statutory
Review Cycle	Every 3 years
Next Review Date	Spring 2029

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Key Contacts

George Abbot School	01483 888000
Headteacher	Mrs K Carriett – kcarriett@georgeabbot.surrey.sch.uk
Chair of Governors	Mr Trevor Skerritt -chairga@learningpartners.org

Please note this list may be updated by the responsible officer when change arises in the organisation, without the need for committee meeting review/approval.

George Abbot - Provider Access Policy

1. Introduction

This policy sets out the arrangements for managing access of education and training providers to pupils at the school. It complies with Section 42B of the Education Act 1997, as amended by the Skills and Post-16 Education Act 2022, and has regard to the Department for Education statutory guidance updated May 2025.

2. Pupil entitlement

All pupils in years 7 to 13 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

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' (year 8 to 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 two more provider encounters available during this period, which are optional for pupils to attend.

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

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes 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

3. Meaningful provider encounters

One encounter is defined as one meeting/session between pupils and one provider. We are committed to providing meaningful encounters to all pupils using the Making it meaningful checklist. Making it Meaningful: Benchmark 7 | CEC Resource Directory (careersandenterprise.co.uk)

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

4. Previous providers and destinations

The school keeps records of providers engaged and pupil destinations at Year 11 and Year 13. This information is reviewed annually to evaluate impact.

5. Management of provider access requests

Procedure
A provider wishing to request access should contact ceg@georgeabbot.surrey.sch.uk Access will be granted where it supports statutory duties and complements the careers programme.

Opportunities for access
The school offers the six provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

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

<table>
<tr><th></th><th>Autumn Term</th><th>Spring Term</th><th>Summer Term</th></tr>
<tr><td rowspan="2">Year 8</td><td>PSE Careers lesson</td><td>Merrist Wood FE College assembly</td><td></td></tr>
<tr><td colspan="3">Careers based form time activities, cross-curricular careers education, speakers, trips and access to internal careers advice</td></tr>
<tr><td rowspan="2">Year 9</td><td>Apprenticeship assembly

PSE Careers lessons</td><td></td><td></td></tr>
<tr><td colspan="3">Careers based form time activities, cross-curricular careers education, speakers, trips and access to internal careers advice</td></tr>
<tr><td rowspan="2">Year 10</td><td>PSE Careers lessons</td><td>English careers lesson
Y10 Interview Day</td><td>Virtual work experience day

Half the cohort have independent careers meetings with an external careers adviser</td></tr>
<tr><td colspan="3">Careers based form time activities, cross-curricular careers education, speakers, trips and access to internal careers advice</td></tr>
</table>

Year 11	Activate Learning FE College drop-down lesson – vocational courses, T-levels and A-levels Apprenticeship assembly Remaining half of the cohort have independent careers meetings with an external careers adviser Post-16 applications guidance	Post-16 interviews with a senior member of teaching staff GA6 assembly	
	Careers based form time activities, cross-curricular careers education, speakers, trips and access to internal careers advice		
Sixth Form	Apprenticeship fair	Higher Education fair for a variety of HE providers including St Hildas, University of Oxford Roadshow	Next Steps days include a university visit, alumni interactions, apprenticeships, introduction to UCAS and personal statements and so on
	Careers based Life Skills activities, cross-curricular careers education, speakers and trips. Open access to the external careers advisor and the HE adviser.		

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, 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.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian. The Resource Centre is available to all pupils at lunch and break times.

6. Safeguarding

Visitors will need to sign in at reception where they will be issued a visitor pass and sign out again when they leave. Visitors will always be accompanied by a member of school staff. Visitors working with students will always be supervised by a member of staff. All visitors must follow the school's safeguarding procedures.

7.Complaints

Complaints should be addressed to the Headteacher in accordance with the Trust's complaints policy