



Provider Access Policy Statement

Policy adopted:	September 2025
Policy reviewed by:	Executive Team, Aspire Trustees Ratified by Trustees: June 2025
Policy expires:	August 2026
Review date:	May/June 2026

Contents

1. Purpose and context.....	3
2. Statutory requirements	3
3. Pupil entitlement.....	4
4. Management of provider access requests	4
5. Previous providers	6
6. Pupil destinations	6
7. Complaints.....	6
8. Links to other policies.....	6
9. Monitoring arrangements	7

1. Purpose and context

This policy statement aims to set out Aspire'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 person who is given access.

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 pupils 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 pupils.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 Education Act 2022](#) and on page 43 of 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.

2.1 The six encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- Two encounters for pupils during the 'first key phase' (year 8 or 9)
 - All pupils on roll at Aspire will have the opportunity to attend
 - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- Two encounters for pupils during the 'second key phase' (year 10 or 11)
 - All pupils on roll at Aspire will have the opportunity to attend
 - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11.

These encounters will happen for a reasonable period of time during the standard school day. Aspire will also provide complementary experiences.

Aspire will ask each provider to provide the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from pupils.

Aspire has mapped out different experiences that will be available to students on roll throughout the year. Given the complexity of our provision, and the ever-changing cohorts, we will endeavour to ensure that our young people have access to opportunities.

Examples of encounters include:

- visits to local and regional training and education providers, including Buckinghamshire College Group, Berkshire College of Agriculture, Milton Keynes College and East Berkshire College Group.
- external guests to speak with students at school from local and regional training providers including Central Training and New Meaning.
- virtual speakers from local, regional and national providers, which offer information, advice and guidance as well as a question and answer session, often in line with key recruitment dates and awareness weeks, such as Apprenticeship Week.
- annual attendance at the Future Skills show for students to engage with over 250 employers and providers of further education and skills.

2.2 Meaningful provider encounters

Aspire is committed to providing meaningful encounters to all pupils. One encounter is defined as one meeting/session between pupils and one provider. Meaningful live online engagement is also an option at our school.

3. Pupil entitlement

All pupils in years 8 to 11 at Aspire are entitled to:

- find out about 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 Careers Fairs, visits and taster events.
- understand how to make applications for the full range of academic and technical courses.

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact:

Mr Jake Brindley

Telephone: 020 3356 7144 or 01296 826334

Email: jbrindley@aspireap.org.uk

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

Please refer to our Careers programme for more detailed information on our whole school opportunities.

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Group sessions on employability skills Meeting with careers adviser PSHE lessons Employer workshops	Careers Fair PSHE lessons Employer workshops	Careers workshop Technical/vocational tasters at local college/s, training providers
YEAR 9	Group sessions on employability skills Meeting with careers adviser PSHE lessons Employer workshops	PSHE lessons Employer workshops	No encounters – encounters must have taken place by 28 February
YEAR 10	Post-16 Further Education College Options Life Skills – work experience preparation sessions Group Sessions – employability skills PSHE lessons Employer workshops	Careers Fair with providers and employers Technical/vocational tasters at local college/s, training providers PSHE lessons Employer workshops	Work experience preparation sessions Work experience Technical/vocational tasters at local college/s, training providers Employer workshops
YEAR 11	Post-16 provider open evenings Post-16 apprenticeships workshops Meetings with careers adviser Post-16 applications PSHE lessons	Post-16 interviews Apprenticeships – support with applications Careers Fair with local Providers and employers CV Writing	No encounters – encounters must have taken place by 28 February Confirmation of post-16 education and training destinations for all pupils

Please speak to our Head of Careers, to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Students at Aspire follow a timetable across the week. There are weekly 'Careers' dedicated lessons for students in Key Stage 3 and 4; daily form time every morning and weekly 'Enrichment' sessions. These are times that we would benefit most from having external agencies and speakers to come and talk with our students, to offer meaningful provider encounters.

Please contact the Head of Careers for more information.

4.4 Safeguarding

Our Safeguarding and Child Protection Policy outlines the school's procedure for checking the identity and suitability of visitors.

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

Information about our Safeguarding and Child Protection Policy, is available here on our website: [Aspire Alternative Provision - Policies](#)

Visitors will be expected to have a full and enhanced DBS if they are working directly with children, or they will need to be supervised by a member of our Academy staff.

4.5 Premises and facilities

At Aspire, we have a unique blend of different school buildings across Buckinghamshire that best caters for the needs of our students. Classrooms have ICT access, but this is linked to our network, therefore if you need any specific audio, visual or digital resources, please let us know in advance of this.

5. Previous providers

In previous years, we have invited a range of providers from the local area and beyond to speak to our pupils. These have included established businesses, local business people, colleges, further education and training providers, and more.

We are open to new companies, individuals and organisations visiting us and providing meaningful provider encounters.

6. Pupil destinations

Last year, our year 11 pupils moved to a range of providers in the local area, after finishing at Aspire:

- Buckinghamshire College Group
- Berkshire College of Agriculture
- East Berkshire College Group
- Milton Keynes College
- Central Training
- New Meaning

7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure, which can be found on our website, or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

8. Links to other policies

The following policies can be found on our website, and should be read in conjunction with this policy:

- Safeguarding and Child Protection Policy
- Careers Policy
- Curriculum Statement and Offer
- Complaints Policy

9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to pupils are monitored by the Head of Careers.

This policy will be reviewed by the Head of Careers, and the Executive Team, annually.

At every review, the policy will be approved by board of trustees.