



# **PROVIDERS ACCESS ARRANGMENTS POLICY**

**LAST REVIEW**

June 2024

**REVIEW PERIOD**

Annually

**NEXT REVIEW  
DATE**

June 2025

## Contents

1. Introduction .....	2
2. Pupil Entitlement.....	2
3. Management of Provider Access Requests.....	2
4. Opportunities for Access.....	2
5. Premises and Facilities .....	2
6. Approval and Review.....	3

---

### 1. 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.

### 2. 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.

### 3. Management of Provider Access Requests

A provider wishing to request access should contact Mr J Lee, Careers Officers on either 01702 904633 or [jlee@suttonhouse.org.uk](mailto:jlee@suttonhouse.org.uk).

### 4. Opportunities for Access

Upon contacting our Careers Officer, we can arrange a suitable time and date for you to come into the school to meet with pupils and/or parents/carers.

### 5. Premises and Facilities

The school will make the 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, equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Officer.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Officer. Pupils will be able to access this information then during, lunch, break and career discussions.

## **6. Approval and Review**

This policy is reviewed annually by the Head Teacher & Careers Officer.