



**CALTHORPE
ACADEMY**
Skills for the life we want

Provider Access

*All policies are electronically signed and available on Governor Hub

Ratified by the Board of Trustees
Signed by the Board of Trustees
To be reviewed every year

Date: Sep 2026
Date: Sep 2027

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1. Introduction

- 1.1. This policy statement sets out the Academy's arrangements for managing the access of providers to learners at the Academy for the purpose of giving them information about the provider's education or training offer. This complies with the Academy's legal obligations under Section 42B of the Education Act 1997.

2. Learner Entitlement

- 2.1. Learners in KS3 – KS5 are entitled:

- To find out about technical education qualifications and inclusive apprenticeships opportunities, as part of the 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 inclusive apprenticeships through outcome and pathway events, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

- 2.2 For learners of compulsory school age these encounters are mandatory and there will be a minimum of:

- The Academy will provide a minimum of six provider encounters for learners in Years 8–13:
- Two encounters during the first key phase (Year 8 or Year 9). These are mandatory for all learners to attend and can take place at any time during Year 8, or between 1 September and 28 February during Year 9.

- Two encounters during the second key phase (Year 10 or Year 11). These are mandatory for all learners to attend and can take place at any time during Year 10, or between 1 September and 28 February during Year 11.

Two encounters during the third key phase (Year 12 or Year 13). The Academy is required to provide these encounters, but attendance is optional for learners. They can take place at any time during Year 12, or between 1 September and 28 February during Year 13. The Academy will encourage learners 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

2.3 Previous providers

In previous years, we have invited a range of destination providers from the local area to speak to our learners/parents. Please refer to our website: Careers & Aspirations, Destinations (Pathway & Outcomes Day Evaluation).

2.4 Destinations of our learners

Last academic year, our year 14 learners moved to a range of destination providers in the local area post Calthorpe, please see breakdown below:

Further Education	2.5%
Independent Specialist Provider	42.50%
Adult Services	55%

3. Management of provider access requests

3.1. A provider wishing to request access should contact either:

Mr Andrew Blakeley Assistant Head teacher

Telephone: 0121 773 4637

Email: a.blakeley@calthorpe.thrive.ac

Or

Mr Sujah Zahoor Careers Lead

Telephone: 0121 773 4637

Email: s.zahoor@calthorpe.thrive.ac

3.2 A provider encounter may take place in person or, where appropriate, through a live online session. Online encounters will only count towards the statutory requirement where they meet the relevant requirements and take place during the standard school day.

3.3 Provider encounters will be planned to meet the needs of our learners, Providers should discuss any reasonable adjustments or accessibility requirements with the Academy in advance.

3.4 The Academy will make reasonable efforts to accommodate suitable requests where they support the careers programme and the statutory provider access requirements. Access may be declined or rearranged where the proposed activity is not appropriate for the learners concerned, duplicates existing provision, conflicts with the curriculum or Academy calendar, cannot be accommodated safely, or where appropriate safeguarding, accessibility or operational arrangements cannot be put in place.

3.5 Providers should make requests for access as early as possible and provide sufficient information about the proposed activity, target year group, preferred date/time, provider contact details and any equipment or room requirements. Requests will be considered by the Transition team & Careers Lead in consultation with relevant staff.

4 Opportunities for access

4.2 Our curriculum and a range of organised events are integrated into the Academy's careers programme, which will offer providers an opportunity to speak to learners and/or their parents as outlined in the Academy's CEIAG policy.

	Autumn Term	Spring Term	Summer Term
Year 7 -11	-Linking curriculum learning to careers -Enrichment activities -Options -EHCP and transition pathway plan meetings -Pathway and Outcomes Event -Personal Guidance Interviews/Group Sessions -Parental Engagement Sessions	-Linking curriculum learning to careers -Enrichment activities - Options - Skills based learning -Taster opportunities -Internal work placements -Enterprise -EHCP and transition pathway plan meetings -Pathway and Outcomes Day Event -Personal Guidance Interviews/Group Sessions -Parental Engagement Sessions -Encounters with employers -Encounters with destination providers	-Experiences of work places -Options -Enrichment activities -Work experience -Enterprise -EHCP and transition pathway plan meetings -Pathway and Outcomes Event - Post 16 transition/destination visits -Personal Guidance Interviews/Group Sessions -Parental Engagement Sessions -Parent visits linked to destination
Year 12-14	-Work/Skills based learning -Encounters with employers, employees and destination providers -Work placements and Supported Internships -Vocational profiling - EHCP and transition pathway plan meetings -Pathway and Outcomes Event -Personal Guidance Interviews/Group Sessions -Parental Engagement Sessions -Post 19 transition/destination visits for learners and parents -Continuing Health Transition Reviews	-Work/Skills based learning -Work placements/Supported Internships/Paid Employment -Vocational Profiling -EHCP and transition pathway plan meetings -Pathway and Outcomes Event -Personal Guidance Interviews/Group Sessions -Parental Engagement Sessions -Post 19 transition/destination visits for learners and parents -DWP bespoke sessions -Continuing Health Transition Reviews	-Work/Skills based learning -Work placements/Supported Internships/Paid employment -Vocational Profiling -Exploring entrepreneurial options -EHCP and transition pathway plan meetings -Pathway and Outcomes Event -Personal Guidance Interviews/Group Sessions -Parental Engagement Session -Post 19 destination visits for learners -DWP workshops -Bespoke Employability and Destination workshops

4.3 Please speak to our Careers Lead to identify the most suitable opportunity for you. The Academy's policy on safeguarding (please see our website) sets out the Academy's approach to allowing providers into the Academy as visitors.

5 Premises and Facilities

5.2 The Academy will make the sports hall, classrooms, Orange Leaf Café or private meeting rooms available for discussions between the providers and our learners/parents. The Academy will also make available AV and other specialist equipment to support provider presentations. This will be agreed in advance of the visit with the Careers Lead.

5.3 Providers are welcome to leave a copy of their prospectus or other relevant course literature at our reception or within our meeting room.

6 Changes

Description	Date	Page	Section
Mandatory update	April 2023	3	2.3, 2.4
Email addresses	April 2023	3	3
Include 'answer questions from pupils'	March 2025	3	2.2
Destination of leavers reflective for 2024/2025	October 2025	3	2.4
Staff names and email addresses updated	October 2025	4	3
Destination of leavers reflective for 2025/2026	September 2026	3	2.4
Staff names and email addresses updated	September 2026	4	3
Annual policy review – updated provider access requirements, encounter timings, attendance arrangements, provider request process, safeguarding and accessibility considerations	September 2026	3–5	2.2–6

