



Special  
Partnership  
Trust

## **SPT policy statement on provider access**

*This guidance has been designed to support the statutory guidance issued by the DfE January 2023 (Careers guidance and access for education and training providers)  
This guidance needs to be read in conjunction with our safeguarding policy and Prevent policy to secure the appropriate safeguarding checks have been made which secures compliance in relation to any speaker visiting the school  
This guidance will support/inform our careers education, information, advice and guidance policy*

### **Special Partnership Trust: Provider Access Policy**

#### **Introduction:**

This policy statement sets out our school's arrangements for managing the access of providers to students at our schools 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.

#### **1. Aims**

This policy statement aims to set out our school'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 also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#).

This policy shows how our school complies with these requirements.

This policy statement sets out our school's arrangements for managing the access of providers to students at our schools 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.

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.

To secure such aims, the careers education coordinator will work with the Head Teacher to ensure all speakers provide appropriate information, advice and guidance in relation to post school opportunities when addressing our students, parents/ carers. Any literature shared in relation to such visits will be scrutinised to secure relevance in the information contained.

The school will ensure through its web-site that all information shared will be published for future information/ access.

### Previous providers

In previous terms/years we have invited the following providers from the local area to speak to our pupils:

- Cornwall College
- Truro and Penwith College
- Learn Your Way
- Kehelland Trust
- Newquay Orchards
- ROC College

### Destinations of our pupils

#### Proposed destinations 2025-26

Academic Year	Pupils	Intended Destination
2026-25	9 pupils	3 Pupils - Truro College – Pathways (foundation learning) 6 Pupils - Cornwall College – Foundation learning – Independence Pathway

#### Academic destinations 2024-25

Academic Year	Pupils	Intended destination	Actual Destination	Student aspiration met?
2024-25	4 pupils	Cornwall College	Cornwall College - Foundation Learning – Independence pathway - Positive transition during summer term – 3 day provision and 2 day social care	Yes
		Cornwall College	Cornwall College - Foundation Learning – Independence pathway - Positive transition during summer term – 3 day provision and 2 day social care	Yes
		Cornwall College	Cornwall College - Foundation Learning – Independence pathway - Positive transition during summer term – 3 day provision and 2 day social care	Yes

		Cornwall College	Cornwall College - Foundation Learning – Independence pathway - Positive transition during summer term – 3 day provision and 2 day social care	<b>Yes</b>
	<b>2 Pupils</b>	Truro College	Truro College – Foundation studies – pathways – Extended transition summer and autumn term (support from school staff until 01.10.25)	Yes
		Truro College	Truro College – Foundation studies – pathways - Positive transition during spring and summer term	Yes
	<b>1 Pupil</b>	Social care	In Caring Hands – 1 day per week initially but funding to increase to 2 days	<b>Yes</b>

### Academic destinations 2023-24

Academic Year	Pupils	Intended Destination:	Actual Destination (checked at 6 months into the next academic year)	Student aspiration met?
<b>2023-2024</b>	<b>2 pupils</b>	Cornwall College	Cornwall College - Foundation Learning – Independence pathway - Positive transition during summer term – 5 day provision	Yes
		Cornwall College	Cornwall College - Foundation Learning – Independence pathway - Positive transition during summer term – 5 day provision	Yes

### Academic destinations 2022-23

Academic Year	Pupils	Intended Destination:	Actual Destination (checked at 6 months into the next academic year)	Student aspiration met?
<b>2022-2023</b>	<b>7 pupils</b>	Truro College	Truro College - Access to community education (ASD) – Positive transition during spring and summer term	Yes
		Truro College	Truro College - Access to community education (ASD) – Positive transition during spring and summer term	Yes
		Truro College	Transitioned to ROC – United response. Parents felt the course was not meeting need (inaccurate information from the College provider). Happy with new provider	Yes
		Cornwall College	Foundation Learning – Independence pathway. Positive transition through summer term – 5 day provision	Yes
		Cornwall College	Foundation Learning – Independence pathway. Positive transition through summer term – 5 day provision	Yes
		Cornwall College	Foundation Learning – Independence pathway - Positive transition during summer term – 5 day provision	Yes
		Private College	Moved to a different Local authority where parents are looking at a private college for his education	Yes

### Opportunities for access

The school offers the six provider encounters required by law (marked in bold text in the table below) 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

### Management of provider access requests

#### Procedure:

Name	Job Title	Contact - Tel/email
Rob Armstrong	Headteacher	01209215432 rarmstrong@curnowschool.org.uk

#### Organisation for access:

#### EHCP:

Our schools will fully consider/acknowledge the aspirations outlined within students 'My Views' document used to inform the EHCP process; using such aspirations teachers within each key stage will identify opportunities which enable students to find out further information/make visits to work based providers from Key Stage 4 (where these provide meaning) to provide our students and their families with further information, advice and guidance.

From Year 11/ 13\* (*delete as appropriate*) the Careers advisor will attend all EHCP reviews offering students and their families' information in regards to future options – e.g. – colleges of further education – college prospectus/course information. In Year 11/ 14\* (*delete as appropriate*) colleges of FE will attend all student annual reviews arranging visits/interviews with students based upon the student choice made.

Additionally, a number of events, integrated into our schools' careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

With the LGB approval the following planned events will take place over each academic year; evaluation of such events will be obtained via:

- Parent/carer views (*where applicable*) **APPENDIX A**
- Student views **APPENDIX B**

Year group	Autumn Term	Spring Term	Summer Term
Key Stage 3 (each year group)	Business and Enterprise Christmas Fayre  Careers Week In school	<b>College and adult provider information</b>  Careers week In school  World of work Pathways to work Skills for work	Business and Enterprise Summer Fayre  Transition and Careers event  College visit  Careers week

			Incl. Community Visit
Key Stage 4 (Yr 10)	<p>Business and Enterprise Christmas Fayre</p> <p>Careers Week In school</p> <p>Post 16 information evening</p>	<p>Cornwall Careers Show</p> <p><b>College and adult provider information</b></p> <p>Career week Community Visit</p> <p>World of work</p>	<p>Business and Enterprise Summer Fayre</p> <p>Transition and Careers event</p> <p>Career week – Incl. Community Visit</p> <p>My Skills, My Future’ Event</p> <p>Meet our Careers advisor – CSW</p> <p>Pathways to work</p>
Key Stage 4 (Yr 11)	<p>Business and Enterprise</p> <p>Christmas Fayre</p> <p>Careers Week In school</p> <p>Post 16 information evening</p>	<p>Cornwall Careers Show</p> <p><b>College and adult provider information</b></p> <p>Career week Community visit</p> <p>Skills at work</p>	<p>Business and Enterprise Summer Fayre</p> <p>My Skills, My Future’ Event</p> <p>Transition and Careers event</p> <p>Career week – Incl. Community Visit</p> <p>Work experience placement*</p> <p>Safety at work</p>
Key Stage 5 (Yr 12) *	<p><i>Business and Enterprise Christmas Fayre Community events</i></p> <p><i>Careers Week Community Visit Work experience placement*</i></p>	<p>Cornwall Careers Show 19th March 2020</p> <p><b>College and adult provider information</b></p> <p>27th February 2020 Career week Community Visit Work experience placement*</p>	<p>Business and Enterprise Summer Fayre Community events Transition and Careers event</p> <p>Career week Incl. Community Visit Work experience placement*</p>

	<p><i>Post 16 information evening</i></p> <p><i>World of Work</i></p>	<p>Pathways to work</p>	<p>Maritime Industry</p> <p>Safety at work</p>
Key Stage 5 (Yr 13) *	<p>Business and Enterprise Christmas Fayre</p> <p>Community events</p> <p>Careers Week Community Visit</p> <p>Work experience placement*</p> <p>Post 16 information evening</p> <p>Practical skills for work</p>	<p>Cornwall Careers Show</p> <p><b>College and adult provider information</b></p> <p>Career week Community Visit</p> <p>Work experience placement*</p> <p>Preparing for work</p>	<p>Business and Enterprise Summer Fayre</p> <p>Community events</p> <p>Transition and Careers event</p> <p>Career week – Incl. Community Visit</p> <p>Work experience placement*</p> <p>My world of work experience</p>
Key Stage 5 (Yr 14) *	<p>Business and Enterprise Christmas Fayre</p> <p>Community events</p> <p>Careers Week Community Visit</p> <p>Work experience placement*</p> <p>Post 16 information evening</p> <p><i>Practical skills for work</i></p>	<p>Cornwall Careers Show</p> <p><b>College and adult provider information</b></p> <p>Career week Community Visit</p> <p>Work experience placement*</p> <p>Practical skills for work</p>	<p>Business and Enterprise Summer Fayre</p> <p>Community events</p> <p>Transition and Careers event</p> <p>Career week – Incl. Community Visit</p> <p>Work experience placement*</p> <p>Passport to Success: record all information for post school provision</p> <p>My world of work experience</p>

\*Work experience takes place throughout KS4/ Post 16 as identified within our WRL curriculum  
College links take place throughout Key Stage 5 which inform the agreed placement/ college links

**PARENT LIAISON WORKER/ FACE TEAM\*:** *(Delete as appropriate)*

The Parent Liaison worker/ FACE Team\* will attend all career conventions/ events where parents attend and will be responsible for examining questionnaire outcomes (data); this process is supported by the agreed aims of the Parent Liaison worker/ FACE Team which enables effectiveness in communicating with parents/students and facilitating information gathering/ sharing of information by the school.

**Equality of opportunity:**

We recognise that all students and their families have the same entitlement to opportunities to access training providers; using information obtained from students EHCPs and the views of families the school will share provider access information which is deemed appropriate.

**Safeguarding:**

The SPT Prevent policy outlines the following information to ensure any visitors to the school are aware of measures the school will take to safeguarded our pupils/ students:

Visitors to the school are required to sign in/ out; all visitors are provided with information relating to safeguarding and child protection policies and procedures on arrival at the school, this information provides guidance on what to do if they are concerned about any aspect of child welfare.

Visitors who are invited to speak to pupils will be informed about our Prevent policy and relevant vetting checks are undertaken. We undertake due diligence to ensure that visiting speakers are appropriate. Speakers will be supervised at all times and will not be allowed to speak to children without a member of staff being present.

Each schools 'Access to training providers' policy outlines the following information; all schools will adhere to the information contained:

- *The careers education coordinator will work with the Head Teacher to ensure all speakers provide appropriate information, advice and guidance in relation to post school opportunities when addressing our students, parents/ carers. Any literature shared in relation to such visits will be scrutinised to secure relevance in the information contained.*

Any requests from speakers who wish to attend the school to share information outside of the school offer must be made in writing to the Head Teacher; requests must outline purpose/ content of information which will be shared. It will be the role of the Head Teacher and SLT to manage and respond to such requests outlining reasons if a request has been declined. If the HT/ SLT wants further clarification they will contact the ED of the SPT; if the SLT consider any such requests may impact upon safeguarding they will contact the LADO for immediate further advice/ guidance.

**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
- 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 coordinator

- Publish all information received upon the school's web site

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the school; these will be stored in the school's library which is available to students at lunch times/structured teaching and learning sessions.




**Approval and review:**


<b>Policy approved by the SPT Trustees</b>	Autumn Term 2025
<b>Policy to be reviewed</b>	Every 2 years
<b>Responsibility</b>	Head Teacher Careers coordinator

**APPENDIX C:**

<b>Parent/Carer View – Provider Access evening XXXX School</b>		
<b>Date:</b>	<b>Careers programme focus/speaker:</b>	
<b>Venue:</b>		
<b>Please tick the appropriate statement:</b>		
We/I found the information <b>useful</b>	We/I found the information <b>fairly useful</b>	We/I <b>did not find the information</b> useful at all
Is there any further information you would like (Please state):		
Signed:		

**APPENDIX C:**

<b>Student View – Provider Access evening XXXX School</b>		
<b>Date:</b>	<b>Topic:</b>	
<b>Please tick the appropriate statement:</b>		
I am <b>very interested</b> 	I am <b>quite interested</b> but want to find our more 	I am <b>not interested at all</b> 

Is there any more information you would like (Please state):		
		
Signed:		

1. any procedural requirement in relation to requests for access;
2. grounds for granting and refusing requests for access;
3. details of premises or facilities to be provided to a person who is given access.