



THE KING'S
SCHOOL

Provider Access Policy



Summary:

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

Author	Assistant Headteacher		
Applies to: (please check as appropriate)	☐ Staff X	☐ Student X	☐ Community X
Ratifying Committee(s):	Headteacher		
Available on:	☐ Compliance Library	☐ Website X	
Date of Approval:	July 2025		
Date of Next Formal Review: (ensure this is aligned to committee meeting dates)	July 2027		
Review Period:	Every two years		
Status:	Approved		
Owner:	Pontefract Academies Trust		
Version:	1.3		

Document Control

Date	Version	Action	Amendments
January 2024	1.0		Put on to standard template
September 2024	1.1		Staff details updated
June 2025	1.2		Staff details updated
October 2025	1.3		Staff details updated

Contents

1. Introduction	3
2. Student entitlement	3
3. Meaningful provider encounters	3
4. Management of provider access requests	3
5. Opportunities for access	4
6. Premises and facilities	5
7. Destinations of our students	5
8. Complaints	5

1. Introduction

This policy statement sets out the school's arrangements for managing the access of providers to 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. Student entitlement

All students in Years 8 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 students of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (Year 8 to 9) and two encounters for students during the 'second key phase' (Year 10 to 11).

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 students from the provider).
- answer questions from students.

3. Meaningful provider encounters

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students using [the Making it meaningful checklist](#).

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

4. Management of provider access requests

Procedure:

A provider wishing to request access should contact the Careers Lead - Mrs E Phelan, Assistant Headteacher.

Email: ephelan@kings.patrust.org.uk

Telephone: 01977 601701

5. Opportunities for access

The school offers the four provider encounters required by law (marked in bold text) and a number of other additional events, integrated into the school careers programme.

We will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

	Autumn Term	Spring Term	Summer Term
Year 8	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop- ins.	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop-ins. Doncaster UTC event. Heart of Yorkshire Education. Group assembly (apprenticeships). - National Careers Week Events.	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop-ins.
Year 9	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop- ins.	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop-ins. - UTC Leeds event. - Careers Fair (apprenticeship providers and UTC college(s) in attendance). - Options Evening. - National Careers Week Events.	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop-ins.
Year 10	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop- ins.	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop-ins. - National Careers Week Events.	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop-ins. - College taster days. - Post-16 taster day Heart of Yorkshire Group. - Meetings with Careers Advisor.
Year 11	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop- ins. - Post 16 option assemblies delivered by a range of post 16 sixth forms and	- Assemblies. - Spotlight Careers lessons in curriculum areas. - Lunch time drop-ins. - Meetings with Careers Advisor. - Post-16 interviews. - National Careers Week Events.	- No encounters – legislation requires encounters to take place by 28 February if in Year 11. - Confirmation of post-16 education and training destinations for all students.

	colleges, including UTC Leeds . • UK University & Apprenticeships Careers Fair. • Meetings with Careers Advisor. • Post-16 interviews.		
--	--	--	--

6. 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 AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Lead 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 students.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception. This will be passed to our school librarian and placed in the careers sections of our library.

7. Destinations of our students

Last year our Year 11 students moved to range of providers in the local area after school:

Destination	No. of students	%
Sixth Form College	114	56%
Further Education	73	36%
Apprenticeships	7	0.4%
Full-time employment with study	5	0.3%
Employment without training	1	0.5%
Employment with non-accredited training	2	1%
Study Programme	1	0.5%
Those not yet ready for work or learning	1	0.5%
Illness	1	0.5%

8. Complaints

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk