Alde Valley Academy Provider Access Policy

Policy Approval & Review Details

- **Approved by:** Academy Committee at the Curriculum and Standards Committee
- **Last Reviewed:** July 2026
- **Next Review Date:** July 2027

Introduction

This policy statement sets out the arrangements at Alde Valley Academy for managing the access of external education and training providers to pupils at the school. This is for the purpose of giving them comprehensive, impartial information about the provider's education or training offer. This complies fully with the academy's legal obligations under Section 42B of the Education Act 1997, as amended by the Skills and Post-16 Education Act 2022 (Provider Access Legislation).

Pupil Entitlement

All pupils in Years 7–11 are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of a careers programme providing 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, through option events, assemblies, group discussions, and taster events.
- Understand how to make applications for the full range of academic and technical courses.

Mandatory Provider Encounters

In line with the statutory requirements, Alde Valley Academy schedules a minimum of four mandatory provider encounters during school hours for pupils across two key phases:

- **First Key Phase (Years 8 and 9):** A minimum of two encounters that are mandatory for all pupils to attend. These can take place at any time during Year 8 or between 1 September and 28 February during Year 9.
- **Second Key Phase (Years 10 and 11):** A minimum of two encounters that are mandatory for all pupils to attend. These can take place at any time during Year 10 or between 1 September and 28 February during Year 11.

Compliance Framework for Encounters

To ensure high quality and consistency, each provider encounter is allocated a reasonable amount of time during the standard school day. In accordance with statutory guidance, the academy requires providers to inform pupils of:

- Information about the provider and the approved technical education qualifications or apprenticeships they offer.
- Information about the potential careers and industry sectors those qualifications or apprenticeships can lead to.
- A realistic description of what learning or training with that provider is like.
- Opportunity to answer direct questions from pupils regarding their provision.

The academy maintains strict impartiality, ensuring no bias or favouritism is shown towards any particular route or institution.

Management of Provider Access Requests

Procedure

A provider wishing to request access should contact:

Careers Leader: Jamie Smith

Telephone: 01728 830570

Email: j.smith@aldevalley.suffolk.sch.uk

Opportunities for Access

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

Year Group	Autumn Term	Spring Term	Summer Term
Year 7	Assemblies, Careers Fair with employers, Colleges and HE providers	Assemblies, Employer talks, visits and engagement	Assemblies
Year 8	Assemblies, Careers Fair with employers, Colleges and HE providers	Assemblies, Employer talks, visits and engagement	Assemblies, Employer talks, visits and engagement
Year 9	Assemblies, Careers Fair with employers, Colleges and HE providers	Assemblies, KS4 options event with employers, Colleges and HE providers	Employer talks, visits and engagement *(No encounters — legislation requires encounters to take place by 28 February in Year 9)*

Year 10	Assemblies, Careers Fair with employers, Colleges and HE providers Employer Assemblies	Assemblies, Work experience preparation Employer talks, visits and engagement	Assemblies, Work experience with employers Careers workshops with employers
Year Group	**Autumn Term**	**Spring Term**	**Summer Term**
Year 11	Assemblies, Careers Fair with employers, Colleges and HE providers Employer Assemblies Post-16 provider Assemblies and visits	Employer Assemblies Apprenticeship Assemblies Post-16 provider Assemblies and visits Post-16 Interviews	No encounters — legislation requires encounters to take place by 28 February in Year 11 Confirmation of post-16 education and training destinations for all pupils

Grounds for Granting or Refusing Access

Access requests will be granted based on the availability of rooms, timing within the school timetable, and relevance to the scheduled careers curriculum. Requests may be refused if they disrupt examinations, standard assessment periods, or replicate information already provided to the cohort.

Premises and Facilities

The academy will make the main hall, classrooms, or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also provide audio-visual (AV) and other specialist equipment to support provider presentations.

All arrangements must be discussed and agreed upon in advance with the Careers Leader. Providers are welcome to leave copies of their prospectus or other relevant course literature in the Careers Office. These resources are made available to all pupils during break and lunchtimes.

Monitoring, Quality Assurance, and Accountability

Under the statutory framework:

- **Ofsted Inspections:** Ofsted explicitly evaluates compliance with Provider Access Legislation. Any failure by the academy to provide the minimum mandatory encounters will be reported by inspectors and will directly impact the school's overall leadership and management grade.
- **Ladder of Support:** The academy engages directly with the local Careers Hub and Compass+ tracking tool to verify impact and avoid triggering the Department for Education's ladder of intervention for non-compliance.