



Hugh Sexey Church of England Middle School: Provider Access Policy Statement (PAL)

Access for colleges, training providers, university technical colleges, universities and all other post 16 providers, including technical, vocational and academic routes and apprenticeships

Updated January 2023

This policy statement sets out the arrangements for managing the access of providers to students 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.

Pupil 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.

In line with the updated Provider Access Legislation, from January 2023, all schools must provide a minimum of six encounters for all students with post 16 providers, as above. This is broken down into key phases: -

Year 8 or 9 Two encounters for students that are mandatory for all 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 students from the provider)

- answer questions from all students, including our most vulnerable and those with additional learning needs

As part of the Wessex Learning Trust, Hugh Sexey Church of England Middle School defines an encounter as at least 20 min, during the school day.

The school days runs from 9.00am until 3.40pm.

As part of our careers programme, we will consider requests from approved training, apprenticeship, technical and vocational education providers, including University Technical Colleges where appropriate, to speak to our students. Hugh Sexey Church of England Middle School will also approach these providers directly when planning and organising key career related events throughout the school year such as school assemblies, webinars within the curriculum, including live events, careers engagement events and parents evenings.

The quality and impact of careers provision at Hugh Sexey Church of England Middle School is monitored by our Senior Leadership Team, and the Heart of the South West Careers Hub through Compass+ auditing. Access and opportunity to engage with technical, vocational and training providers will form part of this process.

Premises and Facilities

Hugh Sexey Church of England Middle School has a range of facilities available for providers to use in support of our careers programme. This includes a school hall, classrooms, conference room, IT rooms, outdoor space and online conference platforms.

The school will also make available access to IT support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader.

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

Providers are welcome to leave a copy of their prospectus or other relevant course literature for the Library, which is managed by the school librarian. The library is available to all pupils at lunch and break times.

Destinations of our students

The greatest majority of our pupils continue their secondary education at the Kings Academy, Cheddar. Details of our pupils, and their post 16 destinations can be obtained at www.kowessex.co.uk

Providers who have previously provided talks for our students include:

EDF Energy, Commonwealth War Graves Commission, RAF

Management of provider access requests

All requests made by providers should be emailed at least 6 weeks in advance of the expected date of the session. In the first instance, requests by providers should be sent to: -

Name of Careers Leader: - Roberta Adair

Careers Leader email address: - roberta.adair@hughsexey.org.uk

Tel No: - 10934712211

Granting Requests and Refusal of Requests

Once your request has been submitted, Hugh Sexey Church of England Middle School's Careers Leader will respond to you within 10 working days. All requests will be given due consideration by the Careers Leader and Senior Leadership Team.

Once the request has been granted, we will ask you for a range of information to share with our students and parents before the session. This may be a prospectus, letter, presentation to share with students and parents in advance of your session.

This should include: -

- Details of the opportunities you offer including technical education, courses and entry requirements
- What is learning like with your institution?
- How do you prepare students for their best next step on successful completion of your course/training?
- Provide examples of linking courses with careers relating to the labour market and recent positive destinations of students who have completed their learning with you

Requests will be considered against: -

- Clashes with other planned activities or visits.
- Interruption to preparation for public or internal examinations.
- Availability of school staff, space and resources to host the session.
- All requests will also be considered in line with the school's Safeguarding policy. For questions on this policy statement or the wider careers programme at Hugh Sexey Church of England Middle School, please do not hesitate to contact us.
- Hugh Sexey Church of England Middle School will keep a log of all provider requests for access and the outcomes and record on Compass+ to support the delivery and evaluation of the careers programme.

Opportunities for access

Hugh Sexey Church of England Middle School offers the provider two encounters required by law 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 students or their parents or carers.

Year Group	Autumn Term	Spring Term	Summer Term
Year 8			Careers Challenge Day 1. Panel event 2. Thatcher's Cider 3. HSBC baking

Complaints

If a provider has reason to make a complaint in relation to this statement please email Roberta Adair, Assistant Headteacher, school@hughsexey.org.uk, who will investigate further. Or subsequently you can contact [The Careers & Enterprise Company](#) on provideraccess@careersandenterprise.co.uk or [Somerset Careers Hub](#)

Approval and review

Approved: 12.11.25 by Governors LGB

Committee Next review: *Summer 2025*

Signed:

Sue Moreman (Chair of Governors)

Paul Tatterton (Headteacher)