



Provider Access Policy

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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 provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13 (see more detail in section 2.1 below).

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these pupils.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 Education Act 2022](#) and on page 43 of guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](#).

This policy shows how our school complies with these requirements.

2.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
 - All pupils must attend
 - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
 - All pupils must attend
 - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
 - Pupils can choose to attend
 - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

These encounters must happen for a reasonable period of time during the standard school day. Schools can continue to provide complementary experiences but encounters outside of school hours won't count towards these requirements.

Schools must ask each provider to provide the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer

- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from pupils

Explain how your school will comply with this requirement.

2.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils.

1 encounter is defined as 1 meeting/session between pupils and 1 provider.

You can use the [Making it Meaningful checklist](#) from The Careers & Enterprise Company to support you here.

Include here if you will accept live online encounters. If you will, add:

Meaningful live online engagement is also an option at our school.

3. Pupil entitlement

All pupils in years 8 to 13 at Mulberry Academy Woodside are entitled to:

Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides 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, e.g. through activities and events such as options events, assemblies and taster events.

Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact Serdane Ozcan careers lead

Telephone: 020 8889 6761 ext 151 Email: sozcan@mulberryschoolstrust.org

4.2 Opportunities for access

A number of events are integrated into the school careers programme which would potentially offer providers an opportunity to come into school to speak to students and/or their parents. The school calendar varies from year to year, so providers need to contact the member of staff named above to identify the most suitable opportunity. The events are usually arranged well in advance, so it is essential that providers contact us early in the academic year to be involved in our planning.

Please speak to our careers lead on CEIAG to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Access to students and/or parents will be granted on the understanding that information and guidance offered by providers is related to technical courses and apprenticeship opportunities or Raising Aspirations events that Mulberry Academy Woodside is arranging. Students may also travel to visit another provide as part of the trip to be organised in partnership with Mulberry Trust.

4.4 Safeguarding

Our school's child protection and safeguarding policy outlines the school's procedure for checking the identity and suitability of visitors. Providers will be expected to meet the school's safeguarding requirements which can be found in the Child Protection and Safeguarding policy accessible on the school website.

4.5 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 Leader or a member of the relevant team. Providers are welcome to leave a copy of their prospectus or other relevant course literature at the school. The Careers Leader will ensure that students have access to these materials at suitable times and upon request.

5. Links to other policies

- Child protection and Safeguarding policy
- Careers guidance policy
- Equality and Diversity
- SEND

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by Serdane Ozcan. This policy will be reviewed by the Head teacher annually. At every review, the policy will be approved by the board of Governors

7. Appendix

Providers who have been invited to MAW to date included:

Lloyds Bank:

Construction Youth Trust:

Haringey 6th Form:

Capital City College Group:

Barnet and Southgate College:

LAET:

ADA College:

Sir George Monoux 6th Form:

Into University:

Department of Work and Pensions:

Generation NetZero LTD (Green Careers):

	<i>Autumn</i>	<i>Spring</i>	<i>Summer</i>
Year 7	<p>PHSE/RE and Tutorial Programme aims to help students to understand more about themselves, find out about careers and the world of work, and help them to plan for their future.</p> <p>IntoUniversity Secondary Focus and Business in Focus Programmes</p>	<p>Careers Week activities in tutor time</p> <p>Assemblies led on careers and sharing information</p> <p>IntoUniversity Secondary Focus</p>	<p>IntoUniversity Secondary Focus Programme</p>
Year 8	<p>PHSE/RE Tutorial Programme aims to help students to make a decision on their curriculum electives.</p>	<p>Careers Week activities Inspiring Careers Event</p> <p>IntoUniversity Secondary Focus Programme</p>	<p>Curriculum Electives Fair All students have access to impartial careers advice and guidance</p> <p>IntoUniversity Secondary Focus and Buddy Programme</p>

<p>Year 9</p>	<p>PHSE/RE and Tutorial Programme aims to help students to understand more about themselves, find out about careers and the world of work, and help them to plan for their future.</p>	<p>IntoUniversity Secondary Focus and Business in Focus Programmes</p> <p>Careers Week activities All students have access to impartial careers advice and guidance and 1:1 career coaching to support them for their GCSE preferences.</p>	<p>Preference Evening Lunchtime Lectures IntoUniversity Secondary Focus and Business in Focus Programmes Unifrog Lessons</p>
<p>Year 10</p>	<p>PHSE and Tutorial Programme aims to help students with writing a CV, preparing for interviews, and completing application forms FE/HE and Apprenticeship provider visits Careers Fair</p>	<p>Careers Week activities</p> <p>Intouniversity workshops</p> <p>1:1 Drop-in sessions with careers advisor for CV writing</p> <p>Small group Construction Youth</p>	<p>Work experience preparation sessions Work experience FE/HE and Apprenticeship provider visits</p> <p>Post 16 taster sessions</p> <p>1:1 Drop-in sessions with careers advisor for CV writing</p>

		<p>Trust workshop</p>	<p>Assembly and tutor group opportunities - employability skills Small group Construction Youth Trust workshop Mock job interviews Unifrog Lessons</p>
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<p>Year 11</p>	<p>PHSE aims to help students to identify a range of post-16 pathways to make informed choices about their future. complete application forms, writing a CV and personal statement; prepare for interviews</p> <p>Assembly on opportunities at post 16 FE and Apprenticeship assemblies FE/HE and Apprenticeship provider visits</p> <p>1:1 Drop-in sessions with careers advisor Small group Construction Youth Trust workshop</p>	<p>Careers Week activities Interview techniques</p> <p>Apprenticeships – support with applications</p> <p>1:1 Drop-in sessions with careers advisor</p> <p>Small group Construction Youth Trust workshop</p>	<p>Small group sessions with the Enterprise Network Advisers: future apprenticeship, training and employment options Lunchtime Lectures</p> <p>1:1 Drop-in sessions with careers advisor</p> <p>Small group Construction Youth Trust workshop</p>
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