



**St Peter's**  
Collegiate Academy

# Provider Access Policy Statement

Owner:	Careers Leader
Review by:	Local Governing Body
Last Reviewed and Adopted:	November 2025
Next Review:	September 2026

Numquam Frustra



'Life in all its fullness'

**St Peter's Collegiate Academy,**  
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## 1. Rationale

This policy statement sets out the Academy's arrangements for managing the access of providers to students at the Academy for the purpose of giving them information about the provider's education or training offer. This complies with the Academy's legal obligations under Section 42B of the Education Act 1997.

## 2. Student entitlement

All students in years 7-13 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 phase' (year 8 and 9) and two encounters for students during the 'second phase' (year 10 and 11).**

**For students in the 'third phase' (year 12 and 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for students to attend.**

These provider encounters will be scheduled during the main academy 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

### Meaningful provider encounters

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters for all students in the Academy.

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

All scheduled careers events are available on the Careers Programme Overview document which is accessed via the Academy website and may be updated throughout the academic year.

### **3. Management of provider access requests**

#### Procedure

A provider wishing to request access should contact our named Careers Leader: Mrs A Tranter  
Telephone: 01902 558600, Email: [atranter@stpetersacademy.org.uk](mailto:atranter@stpetersacademy.org.uk)

#### Opportunities for access

A number of events, integrated into the Academy careers programme, will offer providers an opportunity to come into the Academy to speak to students and/or their Parents/Carers. Please see the St Peter's Collegiate Academy Careers Programme overview to find more about opportunities offered to our young people and speak to our Careers Leader to identify the most suitable opportunity for you.

We will endeavour to provide access beyond these times when appropriate.

#### Premises and facilities

The Academy will make the building, including classrooms or private meeting rooms, available for discussions between the provider and students, as appropriate to the activity. The Academy will also make available Audio Visual and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Academy reception which is managed by our Academy receptionist.

### **4. Granting and refusing access**

Providers will be granted access when:

- Procedures for engagement have been followed.
- The timing of the engagement does not impact negatively on the learning of the students.

Providers will be denied access when:

- Procedures for engagement have not been followed.
- Access would present risk to students' wellbeing or safety.
- The demands of the curriculum at that time outweigh the benefits of engagement with the provider.

### **5. Safeguarding**

All visitors to our Academy should be aware of their Safeguarding responsibilities and work within the guidance as laid out in the Child Protection and Safeguarding Policy.

**Links with other policies:**

- Careers Education Information Advice and Guidance Policy
- Child Protection and Safeguarding Policy
- SEND Policy
- Careers Programme Overview.

If you would like to attend or support the students of St Peter's Collegiate Academy in any Careers Education Information Advice and Guidance activity, please contact [atranter@stpetersacademy.org.uk](mailto:atranter@stpetersacademy.org.uk)

**Approval and review**

Policy prepared by the Careers Leader September 2025.

Next review to take place during September 2026.