

# Provider Access Policy

Approved by **RET Board**

Approved on **November 2025**

RET contact **Headteacher**

Revision due **Every 2 years**



## 1. Introduction

- a. This policy statement sets out the school's arrangements for managing the access of providers to pupils at 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. Pupil entitlement

- a. Pupils in years 8-13 are entitled:
- b. 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.
- c. To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, assemblies and group discussions and taster events
- d. To have information presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option.
- e. To understand how to make applications for the full range of academic and technical courses.

## 3. Management of provider access requests

- a. Procedure
  1. Provider wishing to request access should contact:  
Stephanie Norton  
Telephone: 0117 959 7200  
Email address: [careers@bristolfreeschool.org.uk](mailto:careers@bristolfreeschool.org.uk)

## 4. Opportunities for access

- a. A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents. These events will take place on a termly basis:

	Autumn Term	Spring Term	Summer Term
<b>Year 8</b>	Opportunities to engage with our pupils through the morning tutor-time programme (unit on 'Skills for the workforce')	Year Group Assembly – Focus on Apprenticeships	Employer Talks STEM Day
<b>Year 9</b>	Employer Talks Year 9- KS4 options and careers – assembly and tutor group opportunities	Employer Talks KS4 options event and evening Year Group Assembly – Focus on Apprenticeships	Employer Talks STEM Day
<b>Year 10</b>	Employer Talks Whole year group assembly opportunities	Employer Talks Year Group Assembly – Focus on Apprenticeships	Employer Talks Careers Day (Assembly, mock interview & small workshop opportunities)

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RUSSELL EDUCATION TRUST

<b>Year 11</b>	Employer Talks  Whole year group assembly opportunities  Sixth former for the day – Opportunities for local 16 providers to speak and do workshops	Employer Talks	Employer talks
<b>Year 12</b>	Employer Talks  Whole year group assemblies	Employer Talks  Pastoral Day – Workshop & assembly opportunities	Employer Talks  Careers Day – workshop and assembly opportunities
<b>Year 13</b>	Employer Talks  Whole year group assemblies	Employer Talks  Pastoral Day – Workshop and assembly opportunities	Employer Talks

- b. Please speak to our named Careers Leader to identify the most suitable opportunity for you.
- c. The school policy on safeguarding sets out the school’s approach to allowing providers into school as visitors to talk to our pupils.

## 5. Premises and facilities

- a. The school 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 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 their team.
- b. Providers are welcome to leave a copy of their prospectus or other relevant course literature to display within the school. This will be available (in the library and resource centre)

## 6. Governor and School responsibilities:

- a. To ensure that [Careers Guidance and Access for Education and Training Providers \(DfE January 2018\)](#) is followed
- b. To monitor the quality of provision against the “Gatsby Benchmarks”:
  1. A stable careers programme
  2. Learning from career and labour market information
  3. Addressing the needs of each pupil
  4. Linking curriculum learning to careers
  5. Encounters with employers and employees
  6. Experiences of workplaces
  7. Encounters with further and higher education
  8. Personal guidance