

Date of last review:	April 2025	Review period:	1 year
Date of next review:	April 2026	Owner:	Academy



Secondary and Post-16 Provider Access Policy Statement

Empowering a Future Generation

History of Policy Changes

Date	Page	Change	Origin of Change
April 2024	All	New document template	Trust template issued
March 2025		Date changes	
April 2025	3	The Management of Provider Access Request – contact details of Careers Coordinator added	Previously omitted
	5	Previous Providers – National Citizens Service removed	NCS has been dissolved

Policy Statement Aims

This policy statement aims to set out our Academy's arrangements for managing the access of education and training providers to pupils for the purpose of giving them information about their offer. It sets out:

- Pupil entitlement
- Procedures for the management of provider access requests
- The opportunities for access
- Safeguarding procedures
- Details of premises or facilities to be provided to a person who is given access

The MLP Secondary and Post-16 Careers Guidance Policy sets out the statutory requirements for careers education and the careers guidance offered at each of our providers.

Pupil Entitlement

All pupils in Years 8 to 11 at this Academy are entitled to:

- Find out about academic and technical education qualifications including 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 through activities and events such as options/careers events, presentations, talks, workshops and taster events
- Understand how to make applications for the full range of academic and technical courses

The Management of Provider Access Requests

A provider wishing to request access should contact:

Phil Sutton, Assistant Headteacher & Careers Leader

Email: p.sutton@trafalgar.wilts.sch.uk

Telephone number: 01725 550300

Louisa Krzyzosiak, Careers Coordinator

Email: l.krzyzosiak@trafalgar.wilts.sch.uk

Telephone number: 01725 550300

Opportunities for Access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers. Please speak to our Careers Leader to identify the most suitable opportunity for you.

	Autumn Term	Spring Term	Summer Term
Year 8	PSHCE: Careers SoW – including ‘meet the employer’ activity. PAL Compliant Meaningful Encounter with a provider of technical qualifications and apprenticeships	National Careers Week Virtual Careers event - giving students access to and guidance from employers and post-16 providers, including an overview of local, regional and national opportunities and skills requirement.	‘Students in Business’ - Visits to local businesses.
Year 9	PSHCE: Careers SoW PAL Compliant Meaningful Encounter with a provider of technical qualifications and apprenticeships	National Careers Week Virtual Careers event - giving students access to and guidance from employers and post-16 providers, including an overview of local, regional and national opportunities and skills requirement. KS4 options event Opportunities with universities, including assemblies.	‘Meet the Employer’ event (maybe in Spring term depending on availability) – careers ‘speed dating’, multiple employers in attendance. <i>Legislation requires encounters to take place by 28th February if in year 9 – however we may hold additional events if the opportunity presents itself.</i>
Year 10	Post 16 technical education options assembly (with ASK Apprenticeships) Initial Intentions/Destinations survey completed Work Experience*	Apprenticeship Fair (2024) National Careers Week Virtual Careers event - giving students access to and guidance from employers and post-16 providers, including an overview of local, regional and national opportunities and skills requirement.	‘Work Experience in a Day’ (external provider/S&WECo.) Academic/Technical/Vocational tasters at local college/s, training providers Careers Workshop with Careers Advisor (Group) PSHCE – Careers SoW
Year 11	Mock Interviews – practice with local employers ASK Apprenticeships Awareness Assembly and Application Workshops PSHCE: Careers SoW – including Post 16 applications Meetings with Careers Advisor (Individual) Work Experience*	‘Post-16 Palooza’ Event (6+) – speed dating meet & greets with local FE providers Post-16 interviews National Careers Week Virtual Careers event - online events giving students access to and guidance from employers and post-16 providers, including an overview of local, regional and national opportunities and skills requirement.	Intentions/Destinations survey updated <i>No encounters – legislation requires encounters to take place by 28 February if in year 11</i> Confirmation of post-16 education and training destinations for all pupils

Safeguarding

Our Safeguarding Policy outlines the Academy's procedure for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this policy.

Premises and Facilities

The Academy will make the hall, classrooms or private meeting rooms available for discussions between the provider and pupils, 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.

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 or copies of their prospectus or other relevant course literature which will be made available for access by pupils.

Previous Providers

In previous years we have invited the following providers from the local area to speak to our pupils:

- S6C (Salisbury Sixth Form College)
- Sarum Academy
- S6C Sports Academies
- Bishop Wordsworth's School
- South Wilts Grammar School
- Andover College
- Brockenhurst College
- Barton Peveril College
- Burgate Sixth Form
- Ringwood School Sixth Form
- Wiltshire College
- Sparsholt College
- ASK Apprenticeships
- Peter Symonds College

Pupil destinations

This data is for pupils who completed Key Stage 4 in 2022, which is the most recent data available.

Destination	% of pupils
Pupils staying in education or employment for at least 2 terms after Key Stage 4	94%
Pupils staying in education for at least 2 terms after Key Stage 4	86%
Further education college or other further education provider	48%
School sixth forms	33%
Sixth form colleges	5%
Other education destinations	0%
Pupils staying in apprenticeships for at least 6 months after Key Stage 4	1%
Pupils staying in employment for at least 2 terms after Key Stage 4	7%
Pupils not staying in education or employment for at least 2 terms after Key Stage 4	5%
Destination unknown	1%

Complaints

Any complaints related to provider access can be raised following the Trusts [complaints procedure](#) or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Monitoring Arrangements

The Academy's arrangements for managing the access of education and training providers to pupils is monitored by [Jonathan Curtis – Director of Education Secondary & Post 16](#)

This policy statement will be reviewed annually as part of the ongoing cycle of policy review. At every review, the policy will be approved by the Academy Governance Committee.