



The **Sutton** Academy

Provider Access Policy

Status	Statutory
Responsible Trustees' Committee	ALT
Date last approved by TB	Not Applicable
Responsible Person	Mrs C Sidhu
To Review Date	November 2026
Last Amended Date	November 2024

Introduction

This policy statement sets out the Academy's arrangements for managing the access of providers to 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.

Student entitlement

All students in Years 7 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.

For students of compulsory Academy age these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (year 7 to 9) and two encounters for students during the 'second key phase' (year 10 to 11). For students in the 'third key phase' (year 12 to 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 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 students.

Meaningful provider encounters

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students using the [Making it meaningful checklist](#).

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

Previous providers

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

- St Helens College
- LJM U
- Edge Hill University

Destinations of our students

Last year our Year 11 students moved to range of providers in the local area after school:

- The Sutton Academy Sixth Form
- Cronton College
- Carmel College
- St Helen's College
- Apprenticeships

Last year our Year 13 students moved to range of providers in the local area after school:

- Universities inc. UCLAN, Edge Hill, John Moores
- Employment
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Management of Provider Access Requests

Procedure

A provider wishing to request access should contact Claire Sidhu, Personal Development Leader, claire.sidhu@thesuttonacademy.org.uk

Opportunities for access

The school offers the six provider encounters required by law and a number of additional events, integrated into the school careers programme.

The table below will help providers to understand the topics and themes our students are focussing on each term.

We will offer providers an opportunity to come into school to speak to students or their parents or carers.

Please speak to our Careers Leader to identify the most suitable opportunity for you

Year Group	Autumn Term	Spring Term	Summer Term
Year 7	Getting to know you • Building confidence • Setting goals	Basic Careers introduction • Introducing terminology • Understanding the working world	Linking subjects and careers • Showcasing the careers in STEM
Year 8	Broadening our horizons • Building confidence • Setting goals	LMI and Industry sectors • Building on terminology • Understanding the working world further	Transferable skills • Identifying, understanding, practising and articulating our transferable skills
Year 9	Linking subjects and careers • Showcasing careers in a range of subjects	Thinking about Options • Supporting students with making informed choices	University Basics • Understanding university
Year 10	Understanding apprenticeships • Explaining apprenticeships and exploring the possibilities	Interview Preparation • Interview requirements and techniques	Post 16 Pathways • Preparing for KS5 • Courses and provider choices
Year 11	Russell Group Universities • Building on University understanding • Exploring Russel Group Universities		

Premises & Facilities

The Academy will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The Academy 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.

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

Providers are welcome to leave a copy of their prospectus or other relevant course literature to be placed in the Academy library. The library is available to all students at lunch and break times.

Complaints

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via

provideraccess@careersandenterprise.co.uk