



<b>POLICY FOR</b>	<b>PROVIDER ACCESS</b>
<b>PERSON RESPONSIBLE</b>	<b>CAREERS LEADER</b>
<b>REVIEW DATE</b>	<b>September 2025</b>
<b>NEXT REVIEW DATE</b>	<b>September 2026</b>
<b>APPROVED BY</b>	<b>GOVERNING BODY</b>

### **Introduction**

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.

### **Pupil entitlement**

All pupils 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.

### **Management of provider access requests**

#### **Procedure:**

A provider wishing to request access should contact;

Mark Burrows, Assistant Headteacher [Mark.Burrows@themallingschool.kent.sch.uk](mailto:Mark.Burrows@themallingschool.kent.sch.uk)

Angela Willis, Careers Adviser [willisa@themallingschool.kent.sch.uk](mailto:willisa@themallingschool.kent.sch.uk)

Lisa Alexander, Careers Adviser [Lisa.Alexander@themallingschool.kent.sch.uk](mailto:Lisa.Alexander@themallingschool.kent.sch.uk)

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 7-9) and two encounters for pupils during the 'second key phase' (year 10 to 11). For pupils in the 'third key phase' (year 12 to 13), particularly those who have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils 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 pupils from the provider)
- Answer questions from pupils.

### **Meaningful provider encounters**

One encounter is defined as one meeting/ session between pupils and one provider. We are committed to providing meaningful encounters to all pupils.

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

### **Previous providers**

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

MidKent College, North Kent College, Hadlow College, The University of Kent, Christchurch University, Greenwich University, Gallagher Group, ASK Apprenticeships, KLEEK apprenticeships, NIAB, The Armed Forces, Nuffield Research, Kent Training and Apprenticeships, Bemix, Kent and Medway Medical School Admissions Team, SouthEast Water, KCC, Waitrose, Whitehead Monkton, National Highways, HM Prisons, Kimberly Clark, BAE Systems, JTL and more.

### **Destinations data**

Please refer to the school website for up-to-date data.

[The Malling School - Results & Assessments](#)

## Opportunities for access

The school offers the six provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

**Note: All students in years 7 to 11 will engage in bespoke period 1 sessions during term 6 of each year. This means that all students will have covered all careers topics required to equip them to make good decisions about their futures by the end of year 11.**

	Autumn Term	Spring Term	Summer Term
Year 7/8	<ul style="list-style-type: none"> <li>• <b>Year 8, Gallagher Group assembly</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Year 7, NIAB careers assembly,</b></li> <li>• <b>Kew trip and NIAB competition.</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>BAE Systems Education Programme 2024</b> Delivered in partnership with the RAF and the Royal Navy</li> <li>• <b>Year 8, What's My Career? Event</b></li> </ul>
Year 9	<ul style="list-style-type: none"> <li>• NHS trip for targeted year 9's</li> </ul>		
Year 10		<ul style="list-style-type: none"> <li>• X30 students to MidKent College Taster day trip</li> </ul>	
Year 11	<ul style="list-style-type: none"> <li>• <b>One to one career interviews</b></li> <li>• <b>MidKent College assembly</b></li> <li>• <b>KentChoices assembly</b></li> <li>• <b>North Kent College assembly</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>ASK Apprenticeships Assembly</b></li> <li>• Targeted workshop by Ask Apprenticeships</li> <li>• Apprenticeship Fair Trip for targeted year 11's</li> </ul>	
Year 12	University of Kent succeed program presentation  CV/Personal statement workshop delivered by The Education People	University and Apprenticeship Fair trip at the Uni of Kent  Apprenticeship fair at Mote Park	Choosing a University & Course Session  Work experience week  Mock interview day

	Police recruitment workshop – targeted		
Year 13	<p>1:1 Careers Interviews: Destinations planning</p> <p>Apprenticeship Assembly: How to use ‘Find an Apprenticeship’ website, LinkedIn, and application guidance.</p> <p>Police recruitment workshop – targeted</p> <p>Bemix supported internship presentation to students and parents – targeted for EHCP students</p> <p>Apprenticeship preparation trip CEC</p>	Apprenticeship Fair at Mote Park – targeted	

### **Premises and facilities**

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.

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 of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian. The Resource Centre is available to all pupils 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](mailto:provideraccess@careersandenterprise.co.uk)

### **Approval and review**

Approved [date] by Governors at Curriculum and Standards Committee

Next review: January 2026

Signed:

Mike Perry, Chair of Governors

John Vennart, Head teacher