HADLOW RURAL COMMUNITY SCHOOL

Provider Access Policy Statement

September 2026

Version	1	2	3	4	5	6	7	8	9	10
Date	Dec 22	Sep 25	Sep 26							
Written By	PBL	PBL	MRS							
Authorised By	FGB	FGB	FGB							
Review Date	Dec 23	Sep 26	Sep 27							

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1. Aims

At Hadlow Rural Community School we aim to provide all Students from year 7 to 11 with meaningful opportunities to explore a wide range of future options.

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

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a provider who is given access

As a school we aim to:

- Develop knowledge and awareness among our Students of all career pathways available to them, including technical qualifications and apprenticeships
- Support Students in learning more about opportunities for education and training outside of school, before they make crucial choices about their future options
- Reduce drop-out from courses and avoid the risk of Students becoming NEET (not in education, employment or training)

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 7 to 11 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must provide a minimum of 6 encounters with technical education or training providers to all Students in years 7 to 11 (see more detail in section 2.1 below).

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these Students.

This is outlined in:

- Section 42B of the Education Act 1997
- Education and Skills Act 2008
- The School Information (England) Regulations 2008
- The Skills and Post-16 Education Act 2022
- Guidance from the Department for Education (DfE) on careers guidance and access for education and training providers

This policy shows how our school complies with these requirements.

3. Student entitlement

All students in years 7 to 11 at HRCS are entitled to:

- Find out about further education training, technical education qualifications and 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, including technical education and apprenticeships, e.g. through activities and events such as options events, assemblies and taster events
- Understand how to make applications for the full range of academic and technical courses
- Have a minimum of 6 encounters with providers

These encounters must happen for a reasonable period of time during the standard school day.

As a school we can provide complementary experiences but encounters outside of school hours won't count towards these requirements.

Access to providers is available and promoted to allow all Students to access information about other providers of further education and apprenticeships. We are committed to encouraging all Students to make decisions about their future based on impartial information.

Students in year 7 and 9

All Students in these year groups are offered:

- 2 encounters with education and training providers
    - All Students must attend
    - Encounters can take place any time during year 7, and between 1 September and 28 February during year 9

Students in year 10 and 11

All Students in these year groups are offered, as a minimum:

- 2 encounters with education and training providers
    - All Students must attend
    - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11

3.1 Meaningful encounters with providers

Our school is committed to providing meaning encounters for all Students.

A meaningful encounter:

- Is where the pupil can explore what it is like to learn, develop and succeed in that environment
- Involves meeting both staff and learners/trainees
- Has a clear purpose
- Is underpinned by learning outcomes that are appropriate to the needs of the pupil
- Involves a 2-way interaction between the pupil and the provider
- Includes information about the provider, such as their recruitment and selection processes, the qualifications that provider offers and the careers these could lead to
- Describes what learning or training with the provider is like
- Is followed by opportunities for the pupil to reflect on the insights, knowledge or skills gained through the encounter

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access to students at HRCS should contact:

Miss Roberts (Deputy Headteacher)

Telephone: 01732 498120

Email: marie.roberts@hrcschool.org

4.2 Information we ask from providers

As a school we ask each provider to provide the following information for our Students:

- Information about your provision and the approved qualifications or apprenticeships you offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with you is like
- Answers to any questions from Students

4.3 Opportunities for access

There are a number of events, integrated into our careers programme, that offer providers an opportunity to come into school to speak to Students and/or their parents/carers.

These opportunities currently include, but are not limited to:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 7	• Undertake the Future Skills Questionnaire • In lesson activities • Assemblies	• Encounter with employers • PSHE activities *(How can we be aspirational students?)* • In lesson activities • Focus Day activities	• In lesson activities • Assemblies • Focus Day activities

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	• Undertake the Future Skills Questionnaire • In lesson activities • Assemblies	• Encounter with employers • Assemblies • PSHE activities *(Careers Focus – entrepreneurs, teamwork skills and communication skills)* • In lesson activities • Focus Day activities	• In lesson activities • Assemblies • Focus Day activities
YEAR 9	• Undertake the Future Skills Questionnaire • In lesson activities • Assemblies	• Encounter with employers • Assemblies • In lesson activities • Focus Day activities	• In lesson activities • Assemblies • PSHE activities *(Work skills - enterprising qualities and personality, what can we learn from entrepreneurs and workplace skills).*

YEAR 10	• In lesson activities • Assemblies	• Undertake the Future Skills Questionnaire • PSHE activities *(The right career for me, What are employers looking for in CVs? Why pursue a career in STEM, Preparing for Work Experience, Rights and Responsibilities in the Work Place)*	• Work experience preparation sessions • Work experience

Please speak to our Careers Coordinator (Miss Roberts) to identify the most suitable opportunity for you.

These events will run in line with any measures related to public health incidents.

4.4 Live online encounters

We will consider requests for live online encounters with providers, which may be broadcast into classrooms or the school assembly hall. We will need to carry out technology checks in advance to make sure systems are compatible.

4.5 Granting and refusing provider access requests

Each access request will be considered on a case-by-case basis.

We will grant access requests where there is opportunity for a positive contribution to our careers programme.

4.6 Safeguarding

Our **safeguarding/child protection policy** outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

4.7 Premises and facilities

Once visits have been agreed, HRCS will provide appropriate facilities to facilitate the visit, along with any equipment requested by the provider, where it is available. Sessions can be held in different venues according to the number of students and the requirements of the provider. Visits

can be in the main hall and delivered to over 200 students, or sometimes in a classroom with a smaller group.

We also have the facility to deliver safe personalised sessions. We are happy to work with providers to share any resources we can that make their visit possible, and we are happy to accommodate those that need to bring extra equipment into the school in order to showcase what they do.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers coordinator.

5. Working with parents and carers

We aim to involve parents and carers in our careers programme and welcome your attendance at encounters with providers in school.

If you would like to speak to the school about encounters with providers, please contact our Careers Coordinator (Miss Roberts).

We also welcome feedback from parents and carers to help improve our offer of encounters with providers.

6. Previous providers

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

Plumpton College

North Kent College

HSBC

7. Pupil destinations

Last year, our year 11 Students moved to a range of providers after school including:

- The Malling School Sixth Form
- Plumpton College
- Hadlow College
- Midkent College
- North Kent College
- Maidstone Grammar School for Girls Sixth Form
- Aylesford School Sixth Form
- Hillview School for Girls Sixth Form
- Knole Academy Sixth Form
- Cornwallis Academy
- The Maplesden Noakes School Sixth Form
- Valley Park School Sixth Form

8. Complaints

Any complaints related to provider access can be raised following the school complaints procedure https://www.hrcschool.org/Policies/

Complaints can also be raised directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

9. Links to other policies

Outline any links to other policies you have, such as:

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy
- SEND policy

10. Monitoring arrangements

Our school's arrangements for managing the access of education and training providers to Students are monitored by the deputy headteacher.

This policy will be reviewed by the deputy headteacher annually and approved by the governing board at every review.