



## Provider Access Policy Statement

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|---------------------|----------------|----------------------|
| Approved by:        | Lisa Lane      | Date: September 2025 |
| Last reviewed on:   | September 2022 |                      |
| Next review due by: | September 2028 |                      |

## **1. Aims**

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 person who is given access

## **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 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

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](#).

This policy shows how our school complies with these requirements.

## **3. Student entitlement**

All students in years 8 to 11 at Thomasson Memorial School are entitled to:

- Find out about 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
- Understand how to make applications for the full range of academic and technical courses

## **4. Management of provider access requests**

### **4.1 Procedure**

A provider wishing to request access should contact, Tanya Reynolds, Deputy Headteacher or Nicola Runcie, Assistant Headteacher

Telephone: 01204 333118

Email: [reynoldst@thomasson.bolton.sch.uk](mailto:reynoldst@thomasson.bolton.sch.uk) or [runcien@thomasson.bolton.sch.uk](mailto:runcien@thomasson.bolton.sch.uk)

### **4.2 Opportunities for access**

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

|                | Autumn term                                                                                                                                            | Spring term                                                                                                                                                                                                                                                                                  | Summer term                                                                                                                                                                  |
|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Year 8</b>  | Mainstream Assembly and tutor group opportunities - employability skills                                                                               | Mainstream Assembly and tutor group opportunities - employability skills                                                                                                                                                                                                                     | Mainstream Assembly and tutor group opportunities - employability skills                                                                                                     |
| <b>Year 9</b>  | Mainstream Assembly and tutor group opportunities - employability skills                                                                               | Mainstream Assembly and tutor group opportunities - employability skills<br>Options Evening                                                                                                                                                                                                  | Mainstream Assembly and tutor group opportunities - employability skills<br>Careers Event                                                                                    |
| <b>Year 10</b> | Mainstream Assembly and tutor group opportunities - employability skills<br><br>College Visits                                                         | Mainstream Assembly and tutor group opportunities - employability skills<br><br>Education after TSP<br>Information Leaflet sent to parents<br>TSP Post-16 Parents/Pupils Information Meeting<br>Connexions<br>Work experience preparation sessions<br>Work experience<br>College Taster Days | Mainstream Assembly and tutor group opportunities - employability skills<br>Careers Event<br>College Taster Days<br>College Induction Programme<br>Access to Travel Training |
| <b>Year 11</b> | Mainstream Assembly and tutor group opportunities - employability skills<br>Connexions<br>Mainstream Assembly on opportunities at 16<br>College Visits | Mainstream Assembly and tutor group opportunities - employability skills<br>Connexions<br>Post-16 evening<br>Post-16 taster sessions<br>Support with applications to college.<br>Apprenticeships – support with applications<br>Access to Travel Training                                    | Mainstream Assembly and tutor group opportunities - employability skills<br>College Induction Programme                                                                      |

Please speak to a member of staff to identify the most suitable opportunity for you.

#### **4.3 Granting and refusing access**

The school policies on safeguarding and visitors sets out the school's approach to allowing providers into school as visitors to talk to our students.

#### **4.4 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.

#### **4.5 Premises and facilities**

The school will make the sports hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Deputy/Assistant Headteacher.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Reception.

#### **5. Links to other policies**

- Safeguarding/child protection policy
- Curriculum policy

#### **6. Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to students is monitored by Tanya Reynolds, Deputy Headteacher and Nicola Runcie, Assistant Headteacher,

This policy will be reviewed by SLT every three years. At every review, the policy will be approved by the Headteacher.