

Provider Access Policy

2025-26



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Ponteland High School

Callerton Lane, Ponteland, Newcastle Upon Tyne, NE20 9EG



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.

Rationale:

As a school, we recognise the significance of high-quality career education and guidance. By supporting students to understand the world of work we help them to 'choose their pathways, improve their life opportunities and contribute to a productive and successful economy' (DFE, 2023).

Pupil entitlement:

In light of updated guidance (January 2023), the school recognises its responsibility to provide opportunities for a range of education and training providers to access all year 8 to 13 pupils to inform them about approved technical qualifications and apprenticeships. In particular, we will ensure that students experience at least four provider encounters between years 8 and 11, with two further encounters available in years 12 and 13. In doing so we will seek to ensure that students are able to:

- o find out about technical education qualifications and apprenticeship opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- o hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies, group discussions and taster events;
- o 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, in the first instance, contact Mr Jonny Greenshields (Deputy Headteacher); Telephone: 01661 824711; Email: j.greenshields@ponthigh.org.uk



Opportunities for access

Every year we plan a number of events, integrated into the school careers programme, and will offer providers an opportunity to attend enabling them to speak to pupils and/or their parents/carers as appropriate.

In particular, we will offer:

- two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend, to take place any time during year 8 or between 1 September and 28 February during year 9.
- Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend, to take place any time during year 10 or between 1 September and 28 February during year 11.
- Two encounters for pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend, to take place any time during year 12 or between 1 September and 28 February during year 13.

These events include:

- Careers Breakfasts
- Post-16 Options Assemblies
- Higher Education Information Evenings

Please speak to our Mr Jonny Greenshields - Assistant Headteacher using the contact details above to discuss the most suitable opportunity for you.

Our policies and procedures with regard to safeguarding and visitors can be found on the school website.

Premises and facilities

The school will provide access to facilities in line with the purpose of the event being attended; this will usually be a dedicated area for a stand/display and/or a classroom for discussions between the provider and students. This will all be discussed and agreed in advance of the visit with Mr Greenshields.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Library or in our Main Reception. The Library is available to all students at lunch and break times.

Approval and review

Reviewed and Revised: July 2025

Reviewer: J Greenshields