

Date of last review:	May 2026	Review period:	1 year
Date of next review:	May 2027	Owner:	Sarum Academy



Secondary Provider Access Policy Statement

History of Policy Changes

Date	Page	Change	Origin of Change
April 2024	All	New document template	Trust template issued
March 2025	All	Date changes	
March 2026	4	Table updates and more detailed guidance for careers leads in publishing their programme.	Monitoring

Policy Statement Aims

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

- Pupil entitlement
- Procedures for the management of provider access requests
- The opportunities for access
- Safeguarding procedures
- Details of premises or facilities to be provided to a person who is given access

The MLP Secondary Careers Guidance Policy sets out the statutory requirements for careers education and the careers guidance offered at each of our providers.

Pupil entitlement

All pupils in Years 8 to 11 at this Academy are entitled to:

- Find out about academic and technical education qualifications including 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 through activities and events such as options/careers events, presentations, talks, workshops and taster events
- Understand how to make applications for the full range of academic and technical courses

The management of provider access requests

A provider wishing to request access should contact the designated careers leader:

Name: Gareth Jones
Role: Careers Leader
Email: Gareth.jones@sarumacademy.org
Telephone number: 01722 323431

Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers. Please speak to our careers leader to identify the most suitable opportunity for you.

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	University visit	Employer event for pupils Parents/carers – market stall event giving overview of local, regional and national opportunities and skills requirements	Careers workshop Technical/vocational tasters at local college/s, training providers

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 9	Assembly and tutor group opportunities – employability skills Meeting with careers adviser	Key Stage 4 options evening	No encounters – encounters must have taken place by 28 February
YEAR 10	Post-16 technical education options assembly with General Further Education College Life Skills – work experience preparation sessions Assembly and tutor group opportunities – employability skills	A networking event with providers and employers Technical/vocational tasters at local college/s, training providers	Work experience preparation sessions Work experience Technical/vocational tasters at local college/s, training providers Meetings with careers adviser
YEAR 11	Meetings with careers adviser Post-16 provider assemblies A Post-16 apprenticeships assembly Post-16 provider open evenings An Information Evening Support with Post-16 applications during PSHCE lessons Technical/vocational tasters at local college/s, training providers	Meetings with careers adviser Practice interview day Support with Post-16 applications during PSHCE lessons Technical/vocational tasters at local college/s, training providers	No encounters – encounters must have taken place by 28 February Confirmation of post-16 education and training destinations for all pupils

Safeguarding

Our Safeguarding Policy outlines the Academy's procedure for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this policy.

Premises and facilities

The Academy will make the hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The Academy will also make available audio visual and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the careers leader.

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 or copies of their prospectus or other relevant course literature which will be made available for access by pupils.

Previous providers

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

- ASK Apprenticeships
- Andover College
- Bishop Wordsworth Grammar School
- Burgate School 6th Form
- Ringwood School 6th Form
- S6C
- South Wilts Grammar School
- Sparsholt College
- Wiltshire College

Complaints

Any complaints related to provider access can be raised following the Trusts [complaints procedure](#) or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Monitoring arrangements

The Academy's arrangements for managing the access of education and training providers to pupils is monitored by [Jonathan Curtis – Director of Education Secondary & Post 16](#)

This policy statement will be reviewed annually as part of the ongoing cycle of policy review. At every review, the policy will be approved by the Academy Governance Committee.