

# TRIDENT ALTERNATIVE PROVISION

## Provider Access Policy



<b>Compiled by</b>	<b>Parvinder Kaur - Headteacher</b>	<b>November 2025</b>
<b>Approved by</b>	Gurdial Singh - Proprietor	November 2025
<b>Review date</b>		November 2026
<b>Version</b>		4

# 1. Aims

At Trident Alternative Provision we aim to provide all pupils from year 8 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 pupils 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 pupils of all career pathways available to them, including technical qualifications and apprenticeships
  - Support pupils 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 pupils 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 8 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 pupils in years 8 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 pupils.

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. Pupil entitlement

All pupils in years 8 to 11 at Trident Alternative Provision 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 assemblies, careers option sessions and introductory / taster workshops
- 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 education and training providers is available and promoted to ensure all pupils can make informed decisions about future pathways based on impartial and up-to-date information.

In line with the Provider Access Legislation, the school ensures that pupils in Years 8 to 13 are offered a minimum of six meaningful encounters with providers of technical education or apprenticeships, planned across key stages and delivered in an age-appropriate way.

### **Pupils in year 8 and 9**

Pupils are provided with introductory and awareness-raising encounters with education and training providers. These encounters are designed to:

- introduce post-16 pathways at an appropriate level
- broaden understanding of technical and vocational routes
- prepare pupils for more formal encounters from Year 10 onwards

Encounters may take place at any point during Year 8, and between 1 September and 28 February in Year 9.

Attendance is expected for whole-cohort activities.

### **Pupils in year 10 and 11**

Pupils are offered, as a minimum, two meaningful encounters with providers of technical education or apprenticeships.

Encounters support:

- understanding of post-16 options
- preparation for applications and progression decisions

Encounters may take place at any point during Year 10, and between 1 September and 28 February in Year 11.

Attendance is required for all pupils.

### **Timing of Encounters**

- Encounters required under PAL are completed **by 28 February** in Years 9 and 11, in line with statutory guidance.
- Careers education, guidance, and employer engagement continue beyond this point to support transition and sustained destinations.

## **3.1 Meaningful encounters with providers**

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

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 should contact Parvinder Kaur, Headteacher.

Telephone: 0121 778 3166

Email: [parvinder.kaur@tridentalternativeprovision.co.uk](mailto:parvinder.kaur@tridentalternativeprovision.co.uk)

### 4.2 Information we ask from providers

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

- 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 pupils

### 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 pupils and/or their parents/carers.

Please speak to our headteacher, Parvinder Kaur to identify the most suitable opportunity for you.

The following examples illustrate how provider access may be delivered. Not all activities listed constitute provider access encounters under the Provider Access Legislation:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Assembly and tutor group opportunities – informative careers session	Employer event for pupils and 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	Key Stage 4 options event	<b>No encounters – encounters must have taken place by 28 February</b>
YEAR 10	Post-16 technical education options assembly with a general further education college Life skills – work experience preparation sessions Assembly and tutor group opportunities – employability skills	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
YEAR 11	Post-16 provider open evenings Post-16 apprenticeships assembly Meetings with careers adviser Post-16 applications	Post-16 interviews Apprenticeships – support with applications	<b>No encounters – encounters must have taken place by 28 February</b> Confirmation of post-16 education and training destinations for all pupils

#### 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. You can find the policy on the school website at [www.tridentalternativeprovision.co.uk](http://www.tridentalternativeprovision.co.uk)

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

#### 4.7 Premises and facilities

We will provide an appropriate room or assembly hall, with the necessary equipment providers require to carry out their visit effectively – details will be agreed with the provider.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with our headteacher.

Providers will be met and supervised by a member of staff who will facilitate their visit.

## 5. Working with parents and carers

If you would like to speak to the school about encounters with providers, please contact Parvinder Kaur, Headteacher at [parvinder.kaur@tridentalternativeprovision.co.uk](mailto:parvinder.kaur@tridentalternativeprovision.co.uk)

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

We will collect feedback from parents and carers through termly surveys.

## 6. Previous providers

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

West Midlands Fire Service

West Midlands Police

## 7. Pupil destinations

We expect our year 11 pupils to move on to a range of destinations after school including:

- Apprenticeships
- College
- Post-16 vocational learning avenues

## 8. Complaints

Any complaints related to provider access can be raised following the school complaints procedure which can be found on the school website at [www.tridentalternativeprovision.co.uk](http://www.tridentalternativeprovision.co.uk)

## 9. Links to other policies

This policy will be used in line with what is outlined in the following policies:

- Safeguarding/child protection policy
- CEIAG policy
- Curriculum policy
- Complaints policy
- › Equality and diversity policy
  - SEND policy

## 10. Monitoring arrangements

Our school's arrangements for managing the access of education and training providers to pupils are monitored by Lily Fox, Head of Quality Assurance.

This policy will be reviewed by Parvinder Kaur, Headteacher annually and approved by the proprietor at every review.

