



Provider Access Policy Statement 26/27

The school is committed to reviewing this policy regularly to ensure it remains compliant with current legislation, statutory guidance, and best practice.

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Aims

This policy statement sets out The Kassia Academy's arrangements for managing access by education and training providers to pupils for the purpose of informing them about approved technical education qualifications and apprenticeships.

It sets out:

- procedures for providers requesting access to pupils
- the grounds on which access may be granted or refused
- the times at which access may be provided
- the premises and facilities available to visiting providers
- how The Kassia Academy will meet its statutory provider access requirements.

Statutory requirements

This statement has been prepared with regard to:

- sections 42A, 42B, 45 and 45A of the Education Act 1997
- the Skills and Post-16 Education Act 2022
- section 72 of the Education and Skills Act 2008, where relevant
- Department for Education statutory guidance, Careers guidance and access for education and training providers, updated 23 June 2026.

Schools must ensure that pupils in Years 8 to 13 receive at least six opportunities to meet providers of technical education or apprenticeships. The Kassia Academy provides education for pupils in Years 7 to 11 and therefore delivers the statutory encounters that fall within the first and second key phases. The third key phase applies to Years 12 and 13 and is not applicable to pupils while they are on roll at The Kassia Academy.

The Academy will not do anything that limits the ability of pupils to attend the statutory encounters. Encounters will be available to all pupils in the relevant year groups and will take place during the normal school day.

The required provider encounters

For pupils at The Kassia Academy, the statutory minimum is:

- First key phase (Years 8 to 9): two encounters, mandatory for all pupils. These may take place at any time during Year 8 or between 1 September and 28 February during Year 9.
- Second key phase (Years 10 to 11): two encounters, mandatory for all pupils. These may take place at any time during Year 10 or between 1 September and 28 February during Year 11.

Within each key phase, the two meaningful encounters will be with two different providers. The same provider may be used again in a different key phase where this is appropriate to pupils' progression. Each statutory encounter will:

- take place during the normal school day
- be of reasonable duration
- provide meaningful engagement with a provider of technical education or apprenticeships
- be appropriate to the age, stage, needs and intended progression of the pupils attending.
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Encounters held only outside the normal school day do not count towards the statutory minimum.

Information providers must include

For each statutory encounter, providers will be asked to give pupils information about:

- the provider and its education or training offer
- the approved technical education qualifications or apprenticeships it offers
- the careers to which those qualifications or apprenticeships may lead
- what learning or training with the provider is like
- how pupils can access or apply for the opportunities available.

Pupils must also have an opportunity to ask questions.

Meaningful and inclusive provider encounters

The Kassia Academy is an alternative provision setting supporting pupils with social, emotional and mental health needs and other additional needs. Provider encounters will therefore be planned and delivered in a way that is accessible, inclusive and appropriate to individual pupils.

Reasonable adjustments and additional staff support will be provided where required. The Academy will work with providers to ensure that information is presented in an accessible way and that pupils can participate meaningfully.

A meaningful live online encounter may be used where appropriate. A member of Academy staff will normally be present to support pupils. Encounters will be planned, recorded and evaluated as part of the Academy's wider careers programme and monitored through Compass/Compass+ where applicable.

Pupil entitlement

All pupils at The Kassia Academy are entitled to a careers programme that helps them understand the full range of education, training and employment pathways. This includes information about:

- apprenticeships, including foundation apprenticeships where available
- technical routes, including T Levels and other approved technical qualifications

- vocational and applied routes
- academic routes, including A Levels
- further education colleges and independent training providers
- local education, training and employment opportunities.
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Careers guidance will be impartial and will not show bias or favoritism towards a particular institution, education route or work option. The Academy will support pupils to make informed choices that reflect their interests, needs, aspirations and intended progression.

The Academy will also keep its careers programme under review as post-16 qualifications develop, including the introduction of V Levels and new Level 2 pathways from September 2027.

Planned provider encounters: Years 8 to 11

Year	Timing	Planned encounter / purpose
8	During Year 8	Meaningful encounter with a technical education, FE or apprenticeship provider, relevant to future options.
9	1 Sept - 28 Feb	A second meaningful encounter in the first key phase, with a different provider, where required to complete the statutory entitlement.
10	During Year 10	Meaningful encounter focused on post-16 technical education, training or apprenticeship pathways.
11	1 Sept - 28 Feb	A second meaningful encounter in the second key phase, with a different provider, where required to complete the statutory entitlement.

Additional careers activity - such as employer encounters, careers fairs, visits to colleges, open days and academic pathway information - forms part of the wider careers programme. It will count towards the statutory provider access requirement only where it meets the legal definition of a meaningful provider encounter.

Management of provider access requests

A provider wishing to request access should contact:

Careers Lead: Mr. Nic Curran, Deputy Headteacher

The Kassia Academy

Telephone: 01925 452010

Email: nic.curran@tkas.org.uk

Providers should include proposed dates and times, the target year group(s), an outline of the session content, any premises or ICT requirements, and confirmation that the statutory minimum information will be covered.

Requests should normally be made with sufficient notice to allow the Academy to consider safeguarding, curriculum and operational arrangements. Access will normally be arranged during the

school day at a mutually agreed time, taking account of the statutory encounter windows set out above.

Granting and refusing access

The Academy will consider provider requests reasonably and in the interests of pupils. Access will normally be granted where:

- the proposed encounter supports pupils' understanding of technical education or apprenticeship routes
- the content is appropriate to pupils' age, stage and needs
- the provider can deliver a meaningful encounter and meet the required information requirements
- appropriate safeguarding and visitor arrangements can be put in place.

A request may be refused or an alternative date or format proposed where:

- appropriate safeguarding or supervision arrangements cannot be put in place
- the proposed timing would cause unreasonable disruption and a suitable alternative can be arranged
- the content does not relate appropriately to technical education or apprenticeship pathways
- the provider cannot comply with reasonable Academy visitor or site procedures.

The Academy will not use these arrangements to restrict pupils' statutory entitlement or unreasonably withhold access from providers.

Safeguarding

All visitors must comply with The Kassia Academy's safeguarding, child protection, visitor and site-security procedures. Visitors will be required to provide appropriate identification and sign in on arrival. In line with DfE statutory careers guidance, the Academy will not require a DBS check solely because a provider representative is attending the school for a one-off visit. The Headteacher will determine the appropriate level of supervision for the duration of the visit, having regard to the Academy's safeguarding procedures and the nature of the activity.

Premises and facilities

Subject to availability and prior agreement, the Academy can make available:

- classrooms or meeting rooms
- the school hall for larger groups
- ICT and presentation facilities by prior arrangement.

Facilities will be agreed in advance with the Careers Lead. Providers may supply relevant printed or digital materials for pupils, subject to prior agreement where appropriate.

Complaints and concerns

Any complaint about provider access should first be raised through The Kassia Academy's published complaints procedure.

As The Kassia Academy is an academy, a complainant who remains dissatisfied after completing the Academy's complaints procedure may raise concerns with the Department for Education in accordance

with the DfE process for complaints about academies. The Careers & Enterprise Company and the local Careers Hub can also provide support in relation to Provider Access Legislation and provider access concerns.

Review, approval and publication

The Careers Lead will review this Provider Access Policy Statement annually. It will be agreed through the Academy's governance arrangements and published on The Kassia Academy website as part of the Academy's statutory careers information.

This statement should be read alongside the Academy's wider careers programme, safeguarding and child protection policy, visitor procedures and complaints policy.