Meadowfield School Provider Access Statement



Meadowfield

To inspire and motivate all pupils and staff who learn and work together to aspire to endless possibilities.

Meadowfield School Provider Access Statement

Introduction

This document 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.

Pupil entitlement

All pupils in years 7-13 are entitled:

- to find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

For pupils of compulsory school age, these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (Year 7 to 9) and two encounters for pupils during the 'second key phase' (year 10 – 11).

For pupils in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.

These provider encounters will be scheduled during main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider)
- answer questions from pupils

Meaningful Provider Encounters

One encounter is defined as one meeting/session between pupils and one provider. We are committed to providing meaningful encounters to all pupils using the Making it meaningful checklist.
Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

Management of provider access requests

Procedure

A provider wishing to request access should contact:
Liz Hymus (Careers Lead) or Lisa Alexander (work Experience and Community Link Lead).
Telephone: 01795 477788 / 01795 342147

Email: liz.hymus@meadowfield.kent.sch.uk
workexperience@meadowfield.kent.sch.uk

Opportunities for access

The school offers the six provider encounters required by law and a number of additional events, integrated into the school curriculum and careers programme, will offer providers an opportunity to come into the school to speak to learners and/or their parents/carers that are promoted on our school website, social media and Weduc. Please speak to our Work Experience and Community Link Lead, Lisa Alexander.

Safeguarding

The school policy on safeguarding sets out the school's approach to allowing providers into the school as visitors to talk to our learners. Education and training providers will be expected to adhere to this policy. Please refer to the safeguarding policy that can be found on the website for further guidance.

Premises and Facilities:

Once visits have been agreed, the school will provide appropriate facilities to facilitate the visit, along with any equipment requested by the provider, where it is available. Sessions can be held in different venues according to the number of learners and the requirements of the provider. Visits will be held in dining hall where more space is required or sometimes in a classroom, library or intervention room with a smaller group. We are happy to work with providers to provide any resources that we can that make their visit possible and we are happy to accommodate those that need to bring extra equipment into the school in order to showcase what they do.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our learners.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception for the attention of the Careers Lead. The literature will be placed in the designated careers area so it is available to learners during the course of the school day or if quantities will allow, will be distributed to learners.

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via:
provideraccess@careersandenterprise.co. uk

Statutory Policy **Approved by Governors**

Policy Adopted	Date: September 2026
Policy Approved	Date: Awaiting Approval
Next Review	Date: Academic Year 2027/28

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers and for pupils to visit providers. These opportunities are statutory in line with the DfE Careers Guidance and Access for Education and Training Providers (January 2023).

	Autumn Term	**Spring Term**	**Summer Term**
Year 7	Preparing for Adulthood Event	March National Careers Week	
Year 8	Preparing for Adulthood Event Post 16/19 Colleges/Apprenticeships	March National Careers Week	Visit technical college
Year 9	Preparation for Adulthood Event Preparation for Adulthood Conversations Post 16/19 Colleges/Apprenticeships	March National Careers Week Visit from technical college	EKG college visit
Year 10	Life Skills – work experience preparation sessions. Post 16 college visits Post 16 Meadowfield 6th Form Introduction Event Preparation for Adulthood Event	March National Careers Week Workshops – linked to local businesses and companies. Preparation for Adulthood Conversations	Discussion about Post 16 Options. Taster days. Visit technical college
Year 11	Life Skills – work experience & preparation sessions. Post 16 college visits Post 16 Meadowfield 6th Form Introduction Event	March National Careers Week Workshops – linked to local business and companies. Taster days.	Discussion about Post 16 Options. Taster days- work experience

	Preparation for Adulthood Event	Visit technical college Assemblies - apprenticeships & supported internships	
Year 12	Post-16 assemblies - apprenticeships & supported internships Preparation for Adulthood Event Careers lessons for all KS5	March National Careers Week Work experience and voluntary work. Preparation for Adulthood Conversations Post 19 college visit	Careers lessons for all KS5. Transition days for leavers. Visit technical college
Year 13	Post-16 assemblies - apprenticeships & supported internships Preparation for Adulthood Event Careers lessons for all KS5. Visit technical college	March National Careers Week Careers lessons for all KS5. Work experience and voluntary work.	Transition days for leavers. Careers lessons for all KS5. Post 19 college visit
Year 14	Assemblies - apprenticeships & supported internships Preparation for Adulthood Event Careers lessons for all KS5	March National Careers Week Careers lessons for all KS5. Work experience and voluntary work	Transition days for leavers. Careers lessons for all KS5.