SIR JOHN THURSBY COMMUNITY COLLEGE

Provider Access Policy

Reviewed:	October 2026
Date approved by Governors:	**To be reviewed 9th December 2026**
To be reviewed:	**October 2027**
Person Responsible:	**AHT - PDAWC**

AMBITION
RESPECT
BELONGING

Provider access request procedure

All pupils in years 7-11 are entitled to find out about the full range of post 16 options including both education and work-based options. They are entitled to hear from a range of providers both educational and employers to learn about the opportunities they offer through a range interactions including assemblies, workshops, roadshows, careers fair, employer visits, work experience, taster days etc. The Baker Clause is fully met.

Appendix 1 outlines how potential providers can get in touch to work with students and parents at our school and become part of our CEIAG programme.

Several 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.

A copy of our full careers programme can be viewed following the link on the careers page of the school website https://www.sirjohnthursby.lancs.sch.uk/Curriculum/Careers/

Appendix 1

This document sets out the school's arrangements for managing the access of providers to pupils at Sir John Thursby Community College 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.

As part of our CEIAG programme, we will consider requests from FE and HE institutes, apprenticeship and traineeship providers and both local and national employers. We also approach these providers when planning and organising key CEIAG events throughout the school year.

Pupil Entitlement

All year 7-11 pupils 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.

- 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.

- Understand how to make applications for the full range of academic and technical courses and apprenticeships.

Provider Requests

All requests should be emailed as early as possible but at ideally 4 weeks in advance of an expected date for the planned session. In the first instance, requests by providers should be sent to the school Careers Leader, Mrs. Starr at r.starr@sirjohnthursby.lancs.sch.uk and should include:

- The proposed format, timings and duration of the planned session
- The number of staff from the provider's organisation who propose to visit
- Any support requirements needed from the school

Mrs Starr can also be contacted on the school number 01282 682313 ext. 21161

All requests will be given due consideration from the Careers Leader and Senior Leadership. Requests will be considered against:

- Clashes with other planned activities or visits
- Interruption to preparation for public or internal examinations
- Availability of school staff, space and resources to host the session

Premises and Facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between providers and pupils, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of visits with the Careers Leader.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Leader. Bright Futures is available to all pupils at lunch and break times.

Examples of providers we have hosted for different year groups can be found on the Careers page of the school website titled ‘Employer Encounters’.