



Heath Lane Academy

The best in everyone™

Part of United Learning

Provider Access Policy

REVIEWED BY: Deborah Smith

DATE REVIEWED: Summer 2026

DATE OF NEXT REVIEW: Summer 2027

Heath Lane Academy - Provider Access Policy

Introduction

This policy statement sets out the Academy's arrangements for managing the access of providers to the academy for the purpose of giving them information about the provider's education or training offer. This complies with the academy's legal obligations under Section 42B of the Education Act 1997.

Pupil entitlement

All pupils in years 8 to 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 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11).

These provider encounters will be scheduled during the main academy 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.

Previous providers

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

- | | |
|-----------------------------|--------------------------|
| • NWSLC | • Hinckley School |
| • St Thomas More Sixth Form | • Bosworth Academy |
| • Higham Lane Sixth Form | • King Edward VI College |
| • Etone Sixth Form | |

Destinations of our pupils

Last year our year 11 pupils moved to range of providers in the local area after school:

- | | |
|---|---------------------------|
| • North Warwickshire & South Leicestershire College | • Etone Sixth Form |
| • Loughborough College | • Brooksby Melton College |
| • Lutterworth Sixth Form | • Leicester College |
| • King Edward VI College | • Bosworth Sixth Form |
| • JC6 | • Apprenticeships |
| | • Employers |

Management of provider access requests

Procedure

A provider wishing to request access should contact Shamina Khan, Careers Manager
Shamina.Khan@Heathlaneacademy.org.uk

Opportunities for access

The school offers the four provider encounters required by law (**marked in bold text**) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers. Please speak to our Careers and Employability Manager – Debbie Partridge to identify the most suitable opportunity for you.

	AUTUMN TERM	SPRING TERM	SUMMER TERM
Year 7	• Career Assemblies • Careers lessons taught in Prep • Careers Fair	• Visit to University • BAE/RAF STEM roadshow	• Careers Fair
Year 8	• Career Assemblies • Careers lessons taught in Prep • Careers Fair	• BAE/RAF STEM roadshow	• Meetings with Qualified Careers Advisers • Visit to the Big Bang with quiz on apprenticeships and T Levels • Careers Fair
Year 9	• Career Assemblies • Careers lessons taught in Prep • Careers fair	• KS4 options group sessions delivered by Qualified Careers Adviser • KS4 options Evening • TeenTech with MIRA • Assembly with NWSLC - T Level and/or Apprenticeship Provider	• Taster Sessions with Employers and Providers • Careers Fair <i>No encounters – legislation requires encounters to take place by 28 February if in Year 9</i>
Year 10	• Career lessons taught through PSHE and Prep • Careers lessons taught through Prep • Career Assemblies	• Meetings with Qualified Careers Advisers • Virtual Thinkhigher Event on Apprenticeships, T Levels and Post 16 options • Taster sessions at NWSLC	• Meetings with Qualified Careers Adviser • Mock Interviews • Careers Fair
Year 11	• Career lessons taught through PSHE • Local Post 16 provider assemblies • Post 16 provider open evenings • Post 16 NWSLC apprenticeships and T Level assembly • Transition visits to NWSLC • Meetings with Qualified Careers Advisers • Post 16 applications • Career Fair	• Post-16 applications • Meetings with Qualified Careers Advisers • Transition visits to NWSLC	• Confirmation of post-16 education and training destinations for all pupils • Meetings with Qualified Careers Advisers <i>No encounters – legislation requires encounters to take place by 28 February if in Year 11</i>

Premises and facilities:

The Academy will make the main 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 AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team. 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 of their prospectus or other relevant course literature at the Careers Room, which is managed by the academy Careers Manager. The Careers Room is available to all pupils at lunch and break times.

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