



William Edwards School: Provider Access Policy

September 2026

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to 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 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 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.



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Previous providers

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

- USP – Palmers; South Essex College; Osbourne; Writtle College; Barking and Dagenham College; Havering College; Choice Training; AIM; Balfour Beatty; Lakeside Management.

Destinations of our pupils

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

- To access this information please click on the link below and then click on the link titled 'Destination data for William Edwards students'.

[September Guarantee - pie chart 2025_002 .pdf](#)

Management of provider access requests

Procedure

A provider wishing to request access should contact Treherne Parker, Assistant Head Teacher, by email parkert@wes.swecet.org or by phone 01375 486000.

Opportunities for access

The school offers a minimum of four provider encounters (WES is unable to offer provider encounters to Year 12 and 13) required by law 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 Leader to identify the most suitable opportunity for you.

Below is a summary of the current provision, aimed at developing our pupils' knowledge and understanding of the post 16 technical/vocational qualifications and pathways, including apprenticeships. It also includes opportunities where providers meet directly with them. This summary will update each time additional activities and opportunities are provided.

	Sept-Dec	Jan - April	May - July
Year 7	CEIAG in PSHE and tutor time Programme including Unifrog lessons Curriculum subject references to careers in lessons	CEIAG in PSHE and tutor time Programme including Unifrog lessons External Career/Educational Talks	CEIAG in PSHE and tutor time Programme including Unifrog lessons External Career/Educational Talks



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	Unifrog sign up Tutor time presentations and notifications directing pupils and parents to the school's careers webpage containing key information about technical qualifications and apprenticeships	National Apprenticeship Week - Apprenticeship assembly film - Apprenticeship facts and quiz - Apprenticeship stories - Apprenticeship arcade games and quizzes National Careers Week - CV and job interviews - University - Young reporter - Engineering apprentice - Assembly 'Post 16 opportunities' Curriculum subject references to careers in lessons Unifrog virtual work experience activity	Drop-in sessions with Career Adviser or referrals by HL Curriculum subject references to careers in lessons Unifrog virtual work experience activity
Year 8	CEIAG in PSHE and tutor time Programme including Unifrog lessons External Career/Educational Talks Drop-in sessions with Career Adviser or referrals by HL Curriculum subject references to careers in lessons Tutor time presentations and notifications directing pupils and parents to the school's careers webpage containing key information about technical qualifications and apprenticeships	CEIAG in PSHE and tutor time Programme including Unifrog lessons External Career/Educational Talks National Apprenticeship Week - Apprenticeship assembly film - Apprenticeship facts and quiz - Apprenticeship stories - Apprenticeship arcade games and quizzes National Careers Week - CV and job interviews - University - Young reporter - Engineering apprentice - Assembly 'Post 16 opportunities'	CEIAG in PSHE and tutor time Programme including Unifrog lessons External Career/Educational Talks Curriculum subject references to careers in lessons Unifrog virtual work experience activity No encounters –encounters must have taken place by 28 February



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		Curriculum subject references to careers in lessons	
Year 9	CEIAG in PSHE and tutor time Programme including Unifrog lessons External Career/Educational Talks Drop-in sessions with Career Adviser or referrals by HL Curriculum subject references to careers in lessons Tutor time presentations and notifications directing pupils and parents to the school's careers webpage containing key information about technical qualifications and apprenticeships	CEIAG in PSHE and tutor time Programme including Unifrog lessons Group Careers meetings with the adviser in preparation for options KS4 options focus event attended by local FE and training providers, local and national employers, and alumni. External Career/Educational Talks Post 16 provider assemblies/presentations to support options National Apprenticeship Week - Apprenticeship assembly film - Apprenticeship facts and quiz - Apprenticeship stories - Apprenticeship arcade games and quizzes National Careers Week - CV and job interviews - University - Young reporter - Engineering apprentice - Assembly 'Post 16 opportunities' Curriculum subject references to careers in lessons Individual and group careers guidance meeting to discuss options with L6 trained careers	CEIAG in PSHE and tutor time Programme including Unifrog lessons External Career/Educational Talks Curriculum subject references to careers in lessons Unifrog virtual work experience activity



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		Adviser	
Year 10	CEIAG in PSHE and tutor time Programme including Unifrog lessons External Career/Educational Talks Individual careers guidance meeting with L6 trained careers Adviser Curriculum subject references to careers in lessons Tutor time presentations and notifications directing pupils and parents to the school's careers webpage containing key information about technical qualifications and apprenticeships Unifrog virtual work experience activity	CEIAG in PSHE and tutor time Programme External Career/Educational Talks Individual careers guidance meeting with L6 trained careers Adviser Post 16 provider assemblies/presentations Curriculum subject references to careers in lessons KS4 pathways focus day attended by local FE and training providers, local and national employers, and alumni. Unifrog virtual work experience activity Individual careers guidance meeting with L6 trained Careers Adviser	CEIAG in PSHE and tutor time Programme including Unifrog lessons Individual careers meetings with the adviser External Career/Educational Talks Individual careers guidance meeting with L6 trained Careers Adviser Curriculum subject references to careers in lessons Unifrog virtual work experience activity No encounters –encounters must have taken place by 28 February
Year 11	CEIAG in PSHE focus days and tutor time Programme including Unifrog lessons CEIAG website user guide presentation Individual careers guidance meeting with L6 trained Careers Adviser and application support Post 16 provider open events Mock Interview Day Careers Management (CVs and personal statements)	CEIAG in PSHE focus days and tutor time Programme including Unifrog lessons KS4 pathways and careers management focus day attended by local FE and training providers, local and national employers, and alumni. Post 16 provider assemblies/presentations Individual careers guidance meeting with L6 trained Careers Adviser and application support Post 16 provider open events	Individual Careers guidance meeting with L6 trained careers Adviser and application support



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	External Career/Educational Talks Post 16 provider assemblies/presentations Curriculum subject references to careers in lessons	National Apprenticeship Week - Apprenticeship assembly film - Apprenticeship facts and quiz - Apprenticeship stories - Apprenticeship arcade games and quizzes National Careers Week - CV and job interviews - University - Young reporter - Engineering apprentice - Assembly 'Post 16 opportunities' Curriculum subject references to careers in lessons Unifrog virtual work experience activity	
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Who should providers contact to discuss events and options?

Providers can speak to the careers lead, Mr T Parker, to discuss possible attendance at relevant events. Our Child Protection and Safeguarding Policy sets out the school's approach to allowing providers into school to speak to our pupils.

What are the rules for granting and refusing access requests?

We will grant access requests that meet the following criteria:

- Requests from Ofsted registered 11-19 providers
- That are reasonable and do not impact on existing educational provision for our pupils

What can providers expect once a request has been accepted?

Once we have approved a provider, we will work with them to identify the best method for providing access to our pupils. We will make the school hall, classrooms and private meeting rooms available to host discussions between providers and pupils. We will also make presentation equipment, such as projectors and televisions, available to providers.



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Arrangements will be discussed in advance between our careers leader and a nominated member of the provider's team.

Can providers leave prospectuses for pupils to read?

Providers are welcome to leave a copy of their prospectus and other relevant course literature with Mr T Parker.

Approval and review

This policy statement was approved by the school's Senior Leadership Team in September 2025.

The next review will take place on September 2026.

Signed:

Mr L Sexton – Headteacher

Signed:

L. Bostock

Linda Bostock - Trustee