

Provider Access Policy

DOCUMENT CONTROL

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Please note that a record of the changes made to the original issue of this document can be found at Schedule 1 after any Appendices to the Policy/Procedure.

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INTRODUCTION

This policy statement sets out Cumbria Education Trust's (CET) arrangements for managing the access of providers to pupils and students within the Trust for the purpose of giving them information about the provider's education or training offer. This complies with our Academies legal obligations under Section 42B of the Education Act 1997 and the Amendment to the Technical and Further Education Act 2017 (Baker Clause).

STUDENT ENTITLEMENT

Students in Year 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 option evenings, assemblies, group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

MANAGEMENT OF PROVIDER ACCESS REQUESTS

A provider wishing to request access should contact either the Trust or schools directly:

Cumbria Education Trust
016977 45300
office@cumbriaeducationtrust.org

Kirkby Stephen Grammar School
017683 71693
admin@ksgs.cumbria.sch.uk

The Queen Katherine School
01539 743900
enquiries@queenkatherine.org

The Whitehaven Academy
01946 595400
schooloffice@whitehavenacademy.org.uk

William Howard School
016977 45700
mail@williamhoward.cumbria.sch.uk

Workington Academy
01900 873926
office@workingtonacademy.org

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OPPORTUNITIES FOR ACCESS

A number of events, integrated into the school's careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers – each school publishes careers calendars annually on their website that detail these.

Each schools Careers Lead will work with providers to identify the most suitable opportunity. The Trust's policy on Safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on the Trust website.

PREMISES AND FACILITIES

Schools will make the main hall, classrooms, or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations if required. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Lead who will distribute the relevant information to students.

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SCHEDULE 1

DOCUMENT CONTROL – RECORD OF CHANGES

Version Number:	Publication Date:	Nature of, and Reason for, Change(s)
001	September 2021	Inclusion of TWA.
---	September 2022	Reviewed and no changes required.
---	September 2023	Reviewed and no changes required.
---	September 2024	Reviewed and no changes required.
002	January 2025	Inclusion of KSGS and QKS.
---	October 2025	Reviewed and no changes required.

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