



Provider Access Policy

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Approved by:	The Local Governing Body		
Date:	November 2025	Next review date:	November 2026

Wrotham School: Provider Access Policy

Introduction:

This policy sets out Wrotham School's arrangements for managing access of providers to the school to inform pupils about education and training opportunities. It complies with Section 42B of the Education Act 1997 and the Skills and Post-16 Education Act 2022.

Wrotham School is committed to providing all pupils, including those with SEND or other vulnerabilities, with meaningful and unbiased encounters with a full range of academic, technical, and vocational pathways.

Pupil entitlement:

All pupils in years 8 to 13 are entitled:

- Information about the full range of education and training options available at key transition points, including academic, technical, and vocational pathways.
- Opportunities to hear from a variety of local and regional providers, including FE colleges, sixth forms, universities, Independent Training Providers (ITPs), and employers who provide apprenticeship opportunities.
- Guidance on making applications for all courses, including university, technical education, T Levels, higher technical qualifications (HTQs), and apprenticeships.
- to have these encounters sequenced appropriately across years 8-13 to building understanding of education and training options.

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for year 8 to 9 pupils and two encounters for year 10 to 11 pupils.

For pupils in 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 the main school hours; the provider will be given a reasonable amount of time so that each encounter:

- Has a clear purpose, communicated to pupils and providers.
- Includes opportunities to meet both staff and learners.
- Provides information on learning, training, qualifications, and career routes.
- Enables pupils to ask questions and reflect on what they have learned.
- Is sequenced so pupils can progressively build understanding of education and career options.

Meaningful provider encounters:

We are committed to providing meaningful encounters to all pupils using the [Making it meaningful checklist](#).

Previous providers:

The school works with a range of local providers to ensure pupils are exposed to the full spectrum of opportunities. This list is regularly reviewed and updated to reflect current availability and relevance to pupils' career pathways. In previous terms/years we have invited the following providers from the local area to speak to our pupils:

- ASK Apprenticeships (*no longer available from Summer 2025*)
- Aspiration Digital (apprenticeships)
- BAM Construction (apprenticeships and advice about technical qualifications)
- The British Army, RAF and Royal Navy (Apprenticeships and technical training)
- Canterbury Christ Church University (foundation degrees)
- The Department for Work and Pensions representing the Civil Service (apprenticeships)
- Ebbsfleet United (post-16 specialist vocational provider)
- Hadlow College (Vocational courses, T levels, apprenticeships)
- Kent Police (Apprenticeships)
- KSS Architects (Apprenticeships)
- Lower Thames Crossing (Apprenticeships, T levels)
- MEP Ltd (Apprenticeships)
- MidKent College (vocational courses, T levels, and apprenticeships)
- The NHS (Apprenticeships)
- North Kent College (Vocational courses, T levels, apprenticeships and HTQs)
- Norwich University for the Arts (higher technical qualifications and foundation degrees)

Note: This list includes providers of technical education only. Academic providers (**university and graduate employers**) are separate to this and included on our published careers plan. This list is regularly reviewed to ensure relevance and availability of opportunities for pupils.

Destinations of our pupils:

Tracking pupil destinations helps the school evaluate the effectiveness of provider encounters in informing post-16 and post-18 choices.

Note: 2023 is the most recent year for which we have full data for maintained destinations. Information is taken from the DfE performance measures, but adjusted to take into account an administration error that year from our local authority.

DfE: Staying in education or entering apprenticeships or employment (after Year 11) 2023 Leavers

Wrotham School: 91% England average: 91%

In 2023, our year 11 pupils moved to a range of providers in the local area after school (% of total year group also included):

- Apprenticeships: **6%**
- Colleges (local): **35%** (*including Hadlow, Mid Kent, North Kent and smaller colleges*)
- Other sixth form: **5%**
- Wrotham Sixth Form: **47%**
- Other destinations: **1%**

2024 data will be updated in March 2026 and will be updated when this policy is reviewed, but will be available on request to our Careers Lead after that date.

DfE: Staying in education or entering apprenticeships or employment (after Year 13) 2023 Leavers

Wrotham School: 77% England average: 79%

2025 information is used for Year 13 and 14 students from internal data collection. In 2025, our year 13 and 14 pupils moved to a range of providers in the local area after school (% of total year group also included):

- Apprenticeships (level 3): **4%**
- Apprenticeships (level 4-7): **4%**
- Colleges: **0%** (*Mid Kent college and North Kent College*)
- Employment with some training: **15%**
- Universities (local): **13%** (*includes University of Kent, University of Greenwich, Canterbury Christ Church University*)
- Universities (total): **52%**

Checks as to whether these destinations are maintained are made in March 2026. Data will be updated in this policy when it is reviewed, but will be available on request to our Careers Lead after that date.

Management of provider access requests:

Procedure:

A provider wishing to request access should contact Mrs Angeline Hollinshead, Careers Lead, email: ahollinshead@wrotham.kent.sch.uk Requests will be responded to within two weeks. The school will consider requests from all providers and will not restrict access to any pupils. Encounters may be delivered in-person or virtually. Providers should not require DBS checks for one-off visits, though appropriate supervision will be arranged.

Opportunities for access:

Wrotham School offers the statutory six provider encounters and additional opportunities to engage with a broad range of local and regional providers. Parents and carers may also attend certain sessions. The school works closely with local Careers Hubs to identify suitable providers and ensure pupils experience a diverse range of meaningful encounters across technical, academic, and vocational pathways.

For the **full range of events and activities in our careers programme**, please check the careers section of our school website at www.wrothamschool.com

Please speak to our Careers Leader to identify the most suitable opportunity for you.

	Full Programme on the school website. Terms 1 and 2	Terms 3 and 4	Terms 5 and 6
Year 7	Character Day – employer encounters		'What is an engineer?' STEM challenge and assembly with MEP Ltd – Aerospace, Defence, Space and Medical engineering company with apprenticeship programme.
Year 8	Creative Careers Month with The Eric App! Students have live online meaningful encounters across a range of subjects. Character Day – employer encounters	The Education People (CEC) PAL Live! KS3 workshop – what is vocational education? Includes 3 presentations meeting 'meaningful encounters criteria' - including a local college, a local employer and a local independent training provider.	Work Shadowing Day/Enterprise Challenge
Year 9	Exploring career sectors sessions. STEM Ambassadors session with Lubrizol about routes into Chemistry. The British Army Presentation about apprenticeship and training opportunities relating to subject choices. Creative Careers Month with The Eric App! Students have live online meaningful encounters across a range of subjects. Character Day – employer encounters	National Apprenticeship Week. Exploring career sectors sessions. Careers Fair	Work Shadowing Day/Enterprise Challenge Ebbsfleet United and Geography project. University of Law and English project. <i>No encounters – legislation requires encounters to take place by 28 February if in year 9</i>

Year 10	Civil Service and DWP employer challenge. Lower Thames Crossing CV challenge and presentation. Norwich University of the Arts – presentation about creative careers and university including HTQs. Creative Careers Month with The Eric App! Students have live online meaningful encounters across a range of subjects.	National Apprenticeship Week. Careers Fair Character Day – employer encounters	Exploration of post-16 options: Local College presentation about T-levels, apprenticeships and vocational qualifications. (2024-25: North Kent College) Apprenticeship Academy application coaching. Work Shadowing Day/Enterprise Challenge
Year 11	Recap of post-16 options. Support with Kent Choices applications. Creative Careers Month with The Eric App! Students have live online meaningful encounters across a range of subjects.	National Apprenticeship Week – Apprenticeship provider presentation to students Careers Fair Apprenticeship Academy application coaching. Character Day – employer encounters	<i>No encounters – legislation requires encounters to take place by 28 February if in year 11</i> Confirmation of post-16 education and training destinations for all pupils

	Full Programme on the school website. Terms 1 and 2	Terms 3 and 4	Terms 5 and 6
Year 12	University activities with relevant subject areas – UCA portfolio workshops with creative subjects including art, photography, film, IT. BAM Construction: higher and degree apprenticeships What Careers Live! Careers Fair in London Olympia. Aspiration Digital conference – routes into digital careers (including apprenticeships). Creative Careers Month with The Eric App! Students have live online meaningful encounters across a range of subjects.	National Apprenticeship Week – Apprenticeship provider presentations to students Virtual Work Experience week related to National Apprenticeship Week – 60+ live opportunities with employers/providers. Careers Fair	UCAS Fair and exhibition – visit to University of Kent. University application support sessions Work Experience Week. Alternative Work Experience Week for students unable to attend a full week placement. Apprenticeship Academy (includes employer presentations)
Year 13	University application support (including HND/HNC and foundation degrees) Degree apprenticeship application support – Apprenticeship Academy (includes employer presentations) Bromley College: Higher Technical Qualifications Presentation.	National Apprenticeship Week – Apprenticeship provider presentations to students Virtual Work Experience Week related to NAW. Careers Fair	<i>No encounters – legislation requires encounters to take place by 28 February if in year 13</i> Confirmation of post-18 education and training destinations for all pupils

Premises and facilities

The school will make the main hall or drama studio, or classrooms available for discussions between the provider 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 the visit with the Careers Leader with the appropriate Head of Year or Head of Department.

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 in our Careers Library, which is in our school library (called The Book Nook by students) and managed by the Careers Leader. The Careers Library is open to all students:

- Key Stage 3 have twice termly visits through their English lessons.
- Key Stage 4 can request access or it may be recommended for individuals through their weekly careers sessions. Year 11 can access this by request during their Kent Choices post-16 application morning sessions, held 2-3 times a week throughout Terms 2-4.
- Key Stage 5 have their own prospectus library in their study centre, but can also access the careers library by request or during their weekly morning reading session or the Careers Leader who is training as a level 6 Careers Advisor.

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via this link:

<https://www.careersandenterprise.co.uk/contact-us/>