

Arden College

Provider Access Policy

Introduction

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

Arden Students entitlement

All students at Arden receive access to local provider information. This includes all year 12 and 13 students. They 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 in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are two provider encounters available during this period, which are optional for pupils to attend.

These provider encounters will be scheduled during the main College 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.

Provider engagement

This year we have invited the following providers from the local area to speak to our pupils:

- Southport College
- Hugh Baird College
- TMP
- DWP
- LFC
- Working Options (Virtual encounters)

Management of provider access requests

Procedure

A provider wishing to request access should contact Victoria Grue, Vice Principal, via email Victoriagrue@aspriscs.co.uk

Opportunities for access

The College offers the provider encounters required and a number of additional events, integrated into the College careers programme.

We will offer providers an opportunity to come into college to speak to pupils or their parents or carers.

Premises and facilities

The College will make the hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The College 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 college receptions. This will be then passed on to the Phase Manager/tutor to share with the students.

Complaints

Any complaints with regards to provider access can be raised following the College complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Approval and review

Approved 12/09/25

Review : 12 Months

Signed: Victoria Grue - Vice Principal