



MAYFIELD  
SCHOOL  
DREAM • BELIEVE • ACHIEVE

# School Provider Access Policy

## PLAN ADMINISTRATION

### SCHOOL PROVIDER ACCESS POLICY

<b>Version number</b>	3
<b>Date of first issue</b>	30 <sup>th</sup> March 2023
<b>Date of review</b>	16 <sup>th</sup> September 2025
<b>Date of next review</b>	16 <sup>th</sup> September 2026
<b>Electronic copies of this plan are available from</b>	School 'A' drive
<b>Hard copies of this plan are available from</b>	School office
<b>Person responsible for review</b>	Headteacher

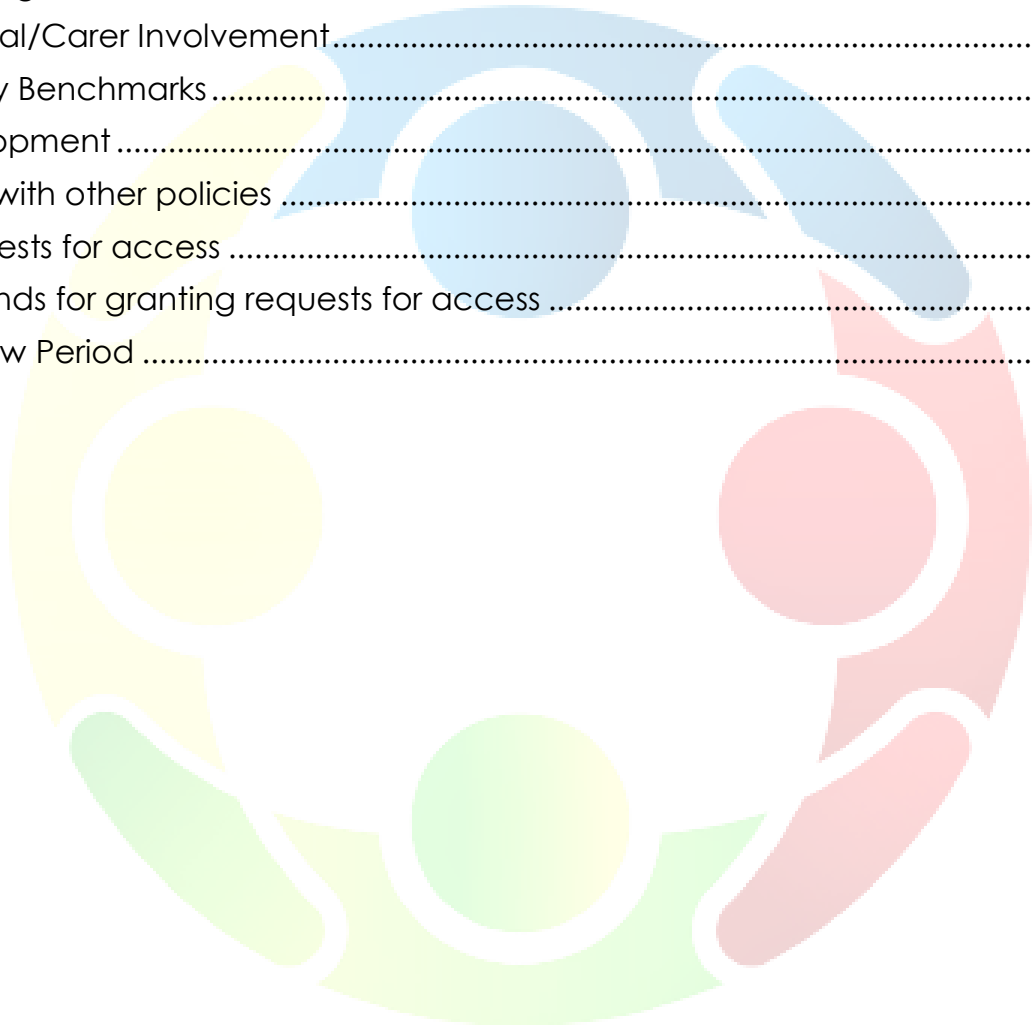
PLAN SIGN-OFF:

ROLE	SIGNATURE	DATE
Headteacher		16.09.2025
Chair of Governors		16.09.2025
School Business Manager		16.09.2025



## Contents

1. Aims .....	4
2. Statutory requirements .....	5
3. Rationale.....	6
4. Commitment .....	7
5. Learner Entitlement .....	8
6. Meaningful Provider Encounters .....	9
7. Parental/Carer Involvement.....	10
8. Gatsby Benchmarks.....	11
9. Development .....	12
10. Links with other policies .....	13
11. Requests for access .....	14
12. Grounds for granting requests for access .....	15
13. Review Period .....	16



## 1. Aims

Mayfield School's policy for Access to other education and training providers has the following aims:

- To have an embedded programme of career education and guidance that is known and understood by students, parents, teachers, governors and employers
- Every student and their parents/carers are able to access personalised, high quality information about future opportunities
- Opportunities for careers advice and support will be tailored to meet the individual needs of each learner
- We will provide multiple opportunities and first-hand experiences to learn from employers about work, employment and the skills that are valued in the workplace
- We will invite further education and training providers to come into school to speak to learners and/or their parents/carers and attend careers events

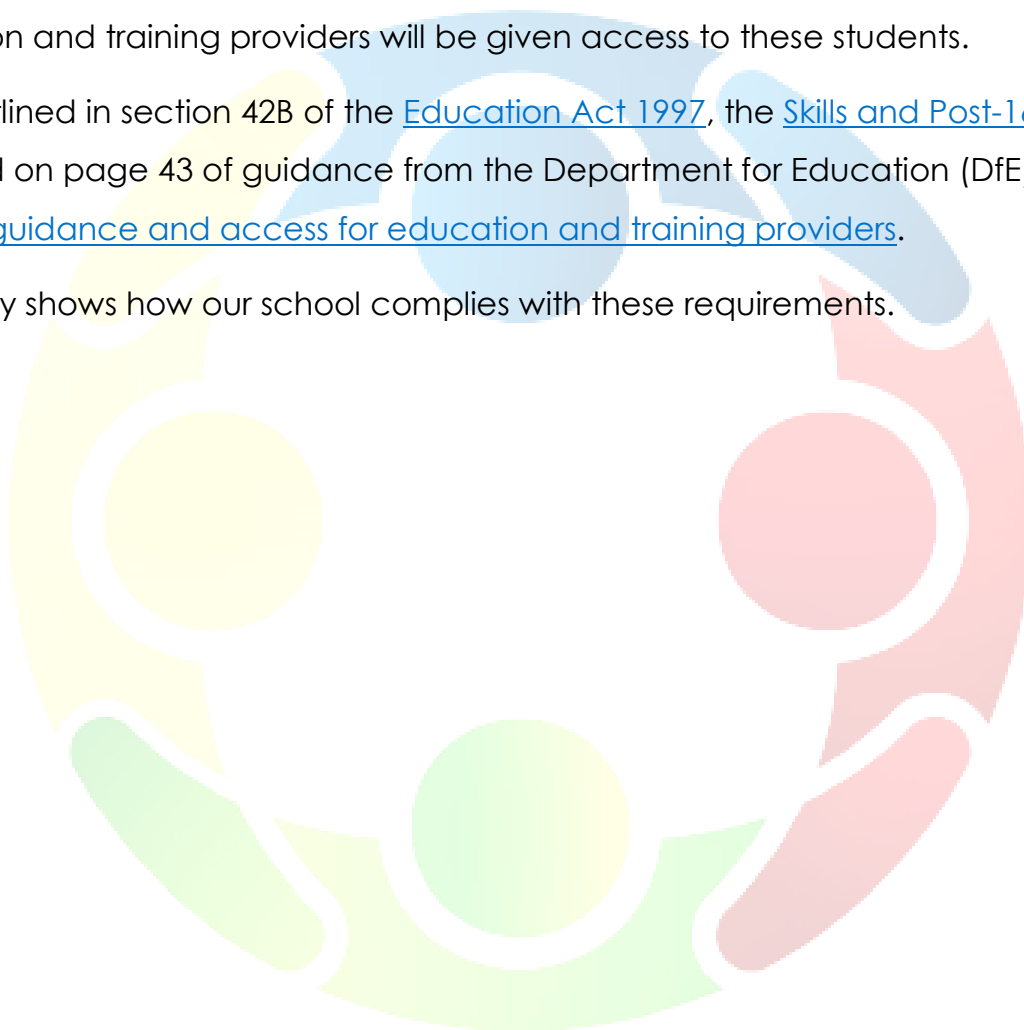
## 2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 Act 2022](#) and on page 43 of guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](#).

This policy shows how our school complies with these requirements.



### 3. Rationale

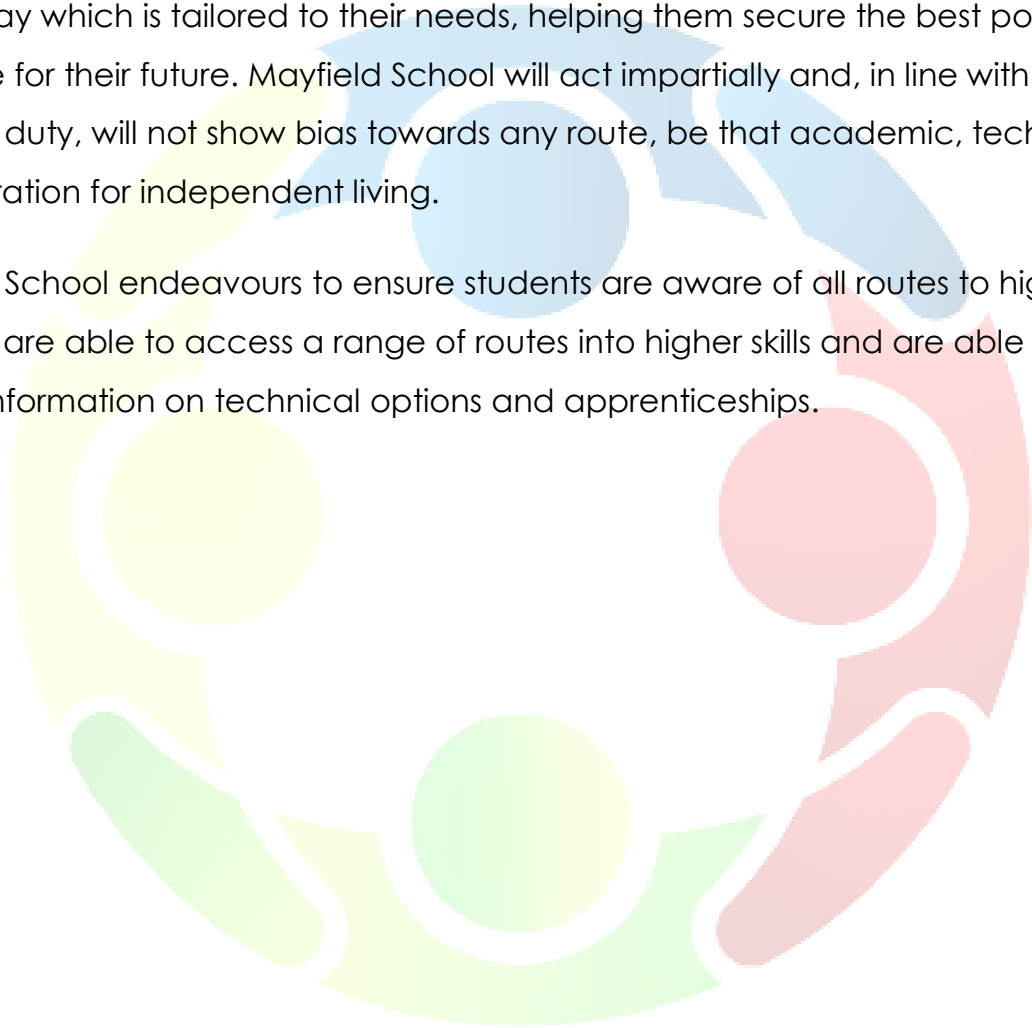
High quality careers education and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy. Provision at Mayfield School is designed to meet the needs of the individual learner which fully supports their pathway. We offer a bespoke package based on learner needs and interests and independence and employment outcomes from the Annual Review process.



## 4. Commitment

At Mayfield School, we provide high quality careers guidance that is inspirational and attainable for our learners. Mayfield School is committed to ensuring there are opportunities for a range of education and training providers for the students, for the purpose of informing them about approved technical qualifications and apprenticeships. Mayfield School is fully aware of the responsibility to set students on a pathway which is tailored to their needs, helping them secure the best possible outcome for their future. Mayfield School will act impartially and, in line with statutory duty, will not show bias towards any route, be that academic, technical or in preparation for independent living.

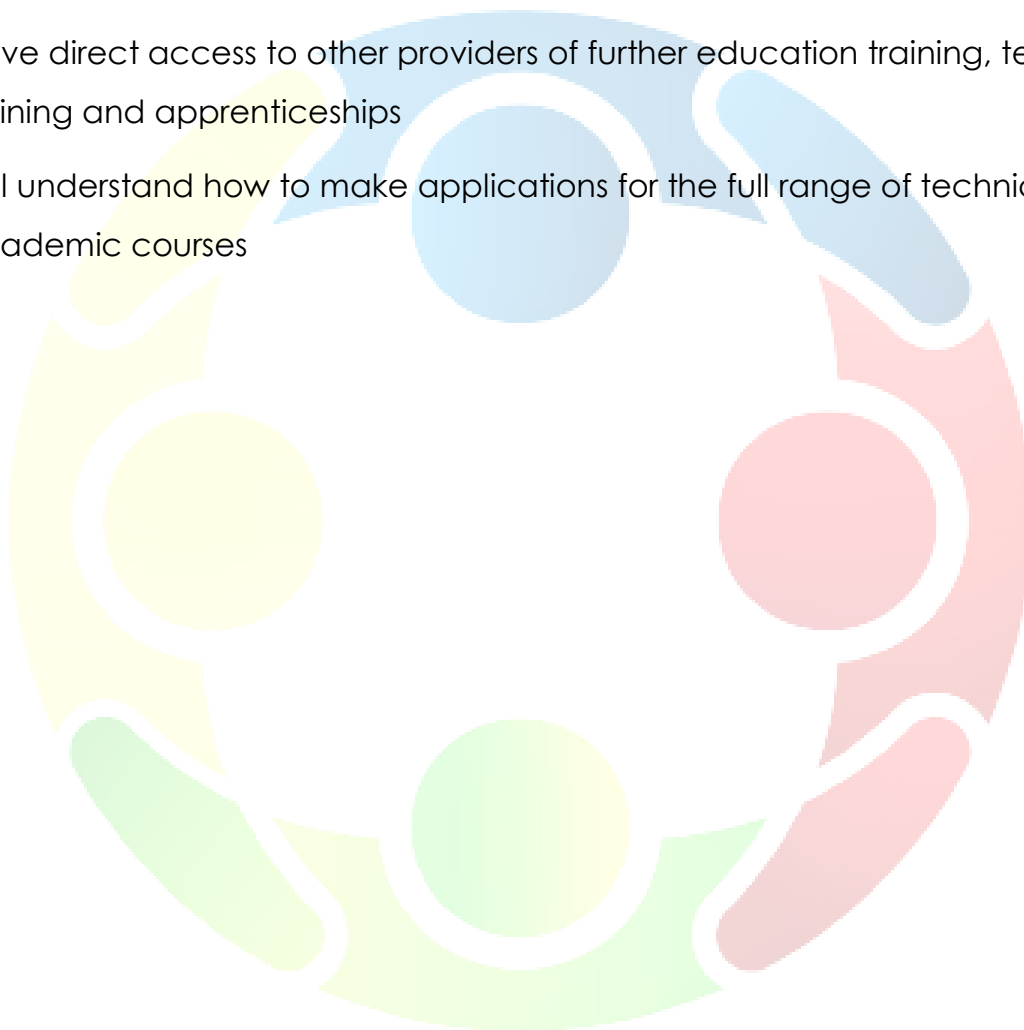
Mayfield School endeavours to ensure students are aware of all routes to higher skills and are able to access a range of routes into higher skills and are able to access information on technical options and apprenticeships.



## 5. Learner Entitlement

Through a wide range of opportunities such as assemblies, taster sessions, National Careers Week and National Apprenticeship Week, Mayfield School is committed to ensuring all pupils in years 7 to 13:

- Have at least six encounters with providers of approved technical qualifications or apprenticeships
- Have direct access to other providers of further education training, technical training and apprenticeships
- Will understand how to make applications for the full range of technical and academic courses



## 6. Meaningful Provider Encounters

Mayfield School is committed to providing meaningful encounters for our learners which will enable them to develop and understand a clear route for their future.

Mayfield School will ensure encounters are meaningful using the 'Making it Meaningful' checklist. One encounter is defined as 'one meeting/session between pupils and one provider'. A meaningful encounter may also providers whom can provide live online engagement with our learners.



## 7. Parental/Carer Involvement

Mayfield School has strong relationships with parents and carers. We understand the barriers our families face when accessing careers and we encourage our parents and carers to attend our career events, assemblies and taster sessions.



## 8. Gatsby Benchmarks

Mayfield School tailor their approach to careers and work-related learning for our students. We provide individual careers guidance, underpinned by personalised pathways. Personal pathway documents are created and reviewed annually and provide opportunities to our learners to help them and their families consider the next stage in education and life.

Mayfield School will deliver career pathways that will:

- Provide a stable careers programme
- Provide learning from career and labour market information
- Address the needs of each pupil
- Link curriculum learning to careers
- Provide encounters with employers and employees
- Provide meaningful experiences of work experience placements
- Provide encounters with further and higher education
- Ensure learners receive personal guidance
- Provide each learner access to careers events

## 9. Development

This policy has been developed and is reviewed annually by Clare Paton-Ransom, Careers Leader and Ian Dickson, Headteacher, based on current good practice guidelines by the Department for Education.



## 10. Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.



## 11. Requests for access

Requests for access should be directed to Clare Paton-Ransom, Careers Leader.

Clare Paton-Ransom may be contacted by telephone or email,

[clare.r@chorleymayfield.lancs.sch.uk](mailto:clare.r@chorleymayfield.lancs.sch.uk) or 01257 263063.



## 12. Grounds for granting requests for access

Access will be given for providers to attend during school assemblies, timetabled Careers or Life lessons, and Careers or Raising Aspirations events that The INSERT School Name is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with Mayfield School.



### 13. Review Period

This policy will be reviewed annually to ensure its continued effectiveness and relevance.

