TEMPLE MOOR
HIGH SCHOOL AND SIXTH FORM

# Policy Statement on Provider Access

Adopted by the Governing Board: 6 July 2026

SLT Lead: P Turner

Last review: May 2026

# Contents

1. Aims ..... 2
2. Statutory requirements ..... 2
3. Pupil entitlement ..... 3
4. Management of provider access requests ..... 3
5. Working with parents and carers ..... 3
6. Previous providers ..... 5
7. Pupil destinations ..... 6
8. Complaints ..... 6
9. Monitoring arrangements ..... 6

---

## 1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

## 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 provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13 (see more detail in section 2.1 below).

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

This is outlined in section 42B of the Education Act 1997, the Skills and Post-16 Education 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.

### 2.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
    - All pupils must attend
    - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
    - All pupils must attend

    - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
    - Pupils can choose to attend
    - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

These encounters must happen for a reasonable period of time during the standard school day. Schools can continue to provide complementary experiences, but encounters outside of school hours won't count towards these requirements.

Prior to any visit, each provider to provide the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from pupils

Any resources can be sent to the address below or emailed to turnerp@tmhs.rklt.co.uk

Temple Moor High School and 6th Form

Field End Grove,

Leeds

LS15 0PT

### 2.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils.

1 encounter is defined as 1 meeting/session between pupils and 1 provider.

We also welcome meaningful live online engagement at our school.

## 3. Pupil entitlement

All pupils in years 8 to 13 at Temple Moor are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships through activities such as assemblies, the options process, careers events and school visits.
- Understand how to make applications for the full range of academic and technical courses

## 4. Management of provider access requests

### 4.1 Procedure

A provider wishing to request access should contact Peter Turner, Assistant Principal

Telephone: 0113 390 0770

Email: turnerp@tmhs.rklt.co.uk

## 4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

| | autumn term | spring term | summer term |
|---|---|---|---|
| Year 7 | Career readiness, future pathways and aspirations assemblies. | National Apprenticeships week | Career readiness, future pathways and aspirations assemblies. |
| Year 8 | Career readiness, future pathways and aspirations assemblies. | National Apprenticeships week<br><br>Y8 Options Assembly<br><br>Life goals, options and careers in personal development lessons | Career readiness, future pathways and aspirations assemblies<br><br>Careers Fair |
| Year 9 | Career readiness, future pathways and aspirations assemblies.<br><br>Employability and financial security topic in personal development. | Year 9 Options Assembly<br>National Apprenticeships week | Career readiness, future pathways and aspirations assemblies |
| Year 10 | Career readiness, future pathways and aspirations assemblies.<br><br>Emergency services day | National Apprenticeships week<br><br>British Science Week | Online work experience sessions<br>Careers Fair<br>Aspirations assembly<br>Leeds City college assembly |
| Year 11 | Career readiness, future pathways and aspirations assemblies.<br>P16 college visits<br>Post 16 interviews<br>Y11 application process | National Apprenticeships week<br>P16 options day<br>British Science Week<br>Construction visits | **No encounters – encounters must have taken place by 28 February** |

| | autumn term | spring term | summer term |
|---|---|---|---|
| Year 12 | Career readiness, future pathways and aspirations assemblies. | Meetings with careers adviser<br>British Science Week assemblies<br>Choices and careers topic in personal development lessons | Work experience<br>Aspirations assembly<br>Careers Fair |
| Year 13 | Post-18 assembly – with higher and degree apprenticeship providers | Meetings with careers adviser<br>British Science Week assemblies | **No encounters – encounters must have taken place by 28 February** |

Please speak to our careers lead to identify the most suitable opportunity for you.

### 4.3 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

### 4.4 Premises and facilities

The school 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 audio/visual and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Lead. Providers are welcome to leave a copy of their prospectus or other relevant course literature in the careers office, which is managed by the Careers Advisors. This careers office is available to students at break and lunchtimes.

## 5. Working with parents and carers

We aim to involve parents and carers in our careers programme and welcome attendance at encounters with providers in school. We inform parents via announcements on Arbor and communicate events that have taken place through a termly school newsletter.
If you would like to speak to the school about encounters with providers, please contact Peter Turner at turnerp@tmhs.rklt.co.uk.
We also welcome feedback from parents and carers to help improve our offer of encounters with providers. We aim to collect feedback from parents and carers using surveys sent out annually.

## 6. Previous providers

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

Leeds City College

Leeds Building College

Department for Work and Pensions

Leeds Building College

The Army

Leeds University

Leeds Beckett University

## 7. Pupil destinations

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

Leeds City College

Leeds Building College

Notre Dame 6th Form college

Temple Moor 6th Form

Leeds UTC

Leeds Arts University

DC construction

Guiseley FC

Wakefield College

York College

Last year, our year 13 pupils moved to a range of providers in the local area after

school:

Leeds Arts University

Leeds University

Leeds City College

University of Law

Leeds Beckett University

University of Bradford

Leeds Trinity University

BAM construction

Kirk Newsome

Arcadis

## 8. Complaints

Any complaints related to provider access can be raised by emailing hotchkissa@tmhs.rklt.co.uk (PA to the Headteacher) or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

## 9. Monitoring arrangements

This policy will be reviewed by P. Turner annually. At every review, the policy will be approved by the governing board.