

# Cambridge Academy for Science and Technology

## Provider Access Policy

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|---------------------|----------------------|
| Owner:              | Danielle Pacey       |
| Review Cycle:       | Annual               |
| Approved by:        | Local Governing Body |
| Approved on:        | December 2025        |
| Next review due by: | December 2026        |

## **Access for Education and Training Providers Policy**

### **1. Context**

1.1 At Cambridge Academy for Science and Technology we are committed to ensuring that our students can be well-prepared for a successful future and how to achieve this. A key part of this commitment is to provide opportunities for our students so that they may embark upon a fulfilling education, training and career path which serves them well in adulthood. We are therefore committed to ensuring that our students benefit from a wide range of impartial education, training and careers guidance, including the input of independent providers.

1.2 Section 42A of the Education Act 1997 requires governing bodies to ensure that all registered students at the school are provided with independent careers guidance from year 8 (12-13 year olds) to year 13 (17-18 year olds).

1.3 The governing body must ensure that the independent careers guidance provided:

- Is presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option.
- Includes information on the range of education or training options, including apprenticeships and technical education routes.
- Is guidance that the person giving it considers will promote the best interests of the students to whom it is given

1.4 The Technical and Further Education Act 2017 inserts section 42B into the Education Act 1997 and came into force on 2 January 2018. This new law requires the proprietors of all schools and academies to ensure that there is an opportunity for a range of education and training providers to access all students in year 8 to year 13 for the purpose of informing them about approved technical education qualifications or apprenticeships.

1.5 Cambridge Academy for Science and Technology is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. Cambridge Academy for Science and Technology is fully aware of the responsibility to set students on the path that will secure them the best outcome to enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

1.6 Cambridge Academy for Science and Technology endeavours to ensure that all students are aware of all routes to higher skills and can access information on technical options and apprenticeships (The Department of Education, July 2021: “Baker Clause”: supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

1.7 The Cambridge Academy for Science and Technology policy for Access to other education and training providers has the following aims:

- To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.
- To support young people to be able to learn more about opportunities for education and training outside of college before making crucial choices about their future options.
- To reduce drop out from courses and avoid the risk of students becoming NEET (Young people not in education, employment or training).

1.8 Cambridge Academy for Science and Technology fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training and apprenticeships. The college will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships. This will be done through Challenge lessons, assemblies and other organised events.

1.9 Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. Cambridge Academy for Science and Technology is committed to encouraging all students to make decisions about their future based on impartial information.

1.10 Our full careers provision can be found in our CEIAG policy.

## **2. Requests for Access**

2.1 We believe that independent guidance is best delivered in a well-planned manner, where the offer can be well advertised to students and families and ideally events can be run annually. Such arrangements aid good relationships between the college and independent providers.

2.2 Our college calendar, including our plan for careers guidance events, is planned annually. We would therefore kindly request that all requests, using the attached form, be submitted by email no later than the Easter holiday each year, so that they may be included for the following academic year. We will be able to better accommodate requests where we receive as much advanced notice as possible.

2.3 We understand that it may not be possible to lodge some requests within the timeframe detailed above, due to course changes and new opportunities. We do though ask that all enquiries outside of the above calendaring system are submitted with more than six curriculum weeks' notice. For further details, see Section 3.

2.4 Please submit the attached form via email to our Careers Leader, Alistair Easterfield, email: [Alistair.easterfield@cambridgeast.org.uk](mailto:Alistair.easterfield@cambridgeast.org.uk), clearly marking the subject header as Access for Careers Guidance.

### **3. Grounds for granting and refusing requests for Access**

3.1 We work with the best interests of our students in mind and therefore aim to accept all reasonable requests, wherever possible.

3.2 The Careers Leader will recommend to the Principal whether the request should be granted or not and the Principal will then make a decision, which will be communicated back to the provider within twenty working days.

3.3 Where necessary, the Careers Leader, Principal, or other member of the college staff, will contact a provider to clarify aspects of a request before deciding and will aim to do so as soon as practicable.

3.4 Where requests are made, the college reserves the right to offer dates alternative to those requested, as the overall college experience and programme must be prioritised, hence our advice to make requests when the college calendar is being devised. Where providers do not take up alternative dates offered by the college, we cannot guarantee access. Wherever possible, we aim to offer a range of possible dates and times should those proposed by providers not be feasible. Where providers are flexible on the times of visits, this always assists us in confirming these events.

3.5 We ask that wherever possible, providers take part within wider events, alongside other providers. Such events help to encourage objective decision-making and to reduce the frequency of separate events, which can disrupt learning. It is especially welcome when providers offer to take part in our Wider Curriculum or assembly programmes. Please see the attached form for details of when these regular activities take place.

3.6 We appreciate all commitments providers can make to attending events we hold in twilight sessions, evenings or weekends. Such events are particularly helpful in allowing parents to access careers and FE/HE information.

3.7 However, we also understand that both our students and independent providers may be disadvantaged should we only hold events outside college hours. We therefore ask that providers approach us to become part of our core, day-time programme using the form attached, ideally by Easter of the previous academic year (as explained above).

3.8 We offer a set of standard facilities to each provider (detailed on the attached form). Whilst we will consider reasonable requests for additional equipment or facilities or for the use of a provider's own facilities, we will only do so by request and may reject such a request should it be detrimental to the college in terms of the resources needed to fulfil it, or if, in our opinion, to do so would give one provider unfair advantage above another.

3.9 Providers are though welcome to request extended sessions and the rationale for this on the attached form. We reserve the right to refuse requests for extended sessions at our discretion, especially if to grant such requests would, in our opinion, disproportionately advantage one provider over another. We may approach providers directly where extended, interactive sessions are required, for instance, for careers-focused days.

3.10 We will prioritise our duty to guarantee our students access to a range of information. As such, we welcome requests which extend the range of information available. We particularly wish to ensure that the following providers are represented:

- All major local providers of FE and HE (those enrolling 50 or more students per year) within a ten-mile radius for FE and forty-mile radius for HE
- Representatives from UTCs and Studio Schools for enrolment at ages 14 and 16
- Apprenticeship providers managing full-time apprenticeships within the local economy (twenty-mile radius)
- A selection of major local employers (100+ employees within a twenty-mile radius)
- Representatives of small to medium sized enterprises (such as Chamber of Commerce) and a sample of SMEs engaged in recruitment or planning to recruit within 5 years

3.11 We will consider requests from further providers, in addition to the above, once we have fulfilled the above criteria. However, we reserve the right to refuse requests where we consider that our programme is full, and additional providers will create unnecessary overlap or duplication. Early requests always help us to accommodate as many providers as possible.

3.12 In line with the government's careers strategy and as a specialist STEM provider, we particularly welcome contact from STEM employers as we wish to increase the exposure, or students get to such industries and careers.

3.14 We always ask that presentations and materials are made available to us a minimum of five working days before the session. This helps us to ensure that IT is prepared, helping for a smoother session. More importantly, advanced sight of materials helps us to ensure that all sessions do not run contrary to our college values, wider British values and that they respect impartiality, e.g. by avoiding any critical views on other providers. Where we believe presentation materials run contrary to these values or the spirit of impartiality, we reserve the right to request amendments or cancel sessions as necessary.

3.15 All providers must agree to our rules for visitors, particularly regarding safeguarding. Visitors must always be accompanied by a member of our staff.

#### **4. Premises and facilities available to visitors**

4.1 The standard premises and facilities available are Powerpoint facilities with sound and internet. Whilst we will consider reasonable requests for additional equipment or facilities or for the use of a provider's own facilities, we will only do so by request and may reject such a request should it be detrimental to the college in terms of time and/or money needed to fulfil it, or if, in our opinion, to do so would give one provider unfair advantage above another.

#### **5. Complaints regarding refusal of requests for access**

5.1 Where the Principal decides to refuse a request for access, the provider will be informed of the reasons in writing within twenty working days of the submission.

5.2 Should a provider disagree with the decision and wish to complain, they must write to the Chair of Governors, care of the college, detailing the reasons, within seven working days of the date of the Principal's letter.

5.3 The Chair of Governors will deal with the complaint in line with the college's Complaints policy.

5.4 Should a provider still be dissatisfied with the outcome following the complaints procedure, they may then wish to write to the Department for Education, if it is believed that the statutory duty to provide reasonable access has been denied.

5.5 At the earliest stages, the college remains committed to avoiding disagreements by working with providers to resolve any misunderstandings and make amendments to requests/plans which will result in sessions being able to go ahead.

5.6 See request form at the end of this document.

## **6. Data on previous opportunities**

6.1 In previous years we have invited the following providers for the local area to speak to our students: NHS, ARU, University of Suffolk, University of Bedfordshire, CRC, CAST Sixth Form.

6.2 In previous years, for our year 11 students, approximately 76% go to sixth form; 17% into Further Education; 1% apprenticeships.

6.3 In previous years, for our year 13 students, approximately 75% go to university; 5% apprenticeships; 5% work; 10% gap years; 1% FE; 1% continue in sixth form.

## Access for Education and Training Providers Request Form

Please read our policy statement on making these requests prior to completing the form.

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|--|---|
| Date request made:   |   |
| Name of provider:  |   |
| Address:   |   |
| Telephone number:  |   |
| Email address:   |   |
| Name of contact:   |   |
| Type of provider:  | FE    HE    UTC    Studio school    Large employer<br><br>Employer organisation    SME    Apprenticeships |
| Year groups we wish to present to:<br>(we only have years 9-13)            |   |
| Topic/subject matter:  |   |
| Any further notes on the rationale for your request:                       |   |
| Are there particular times in the year when you would like to visit?       |   |
| Any other facilities required?   |   |
| Any further information you would like to share or questions you may have? |   |
| Signed:  |   |