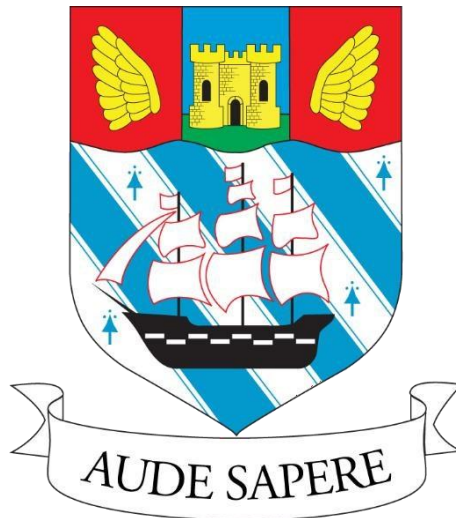




Torquay Girls' Grammar School Provider Access Policy Statement

Policy Information	
Policy Owner	SLT Careers Strategic Lead
Issue Version	1.0
Approving Committee	Trustee Board
Adopted Date	September 2026
Review Cycle	Annual
Last Review Date	
Next Review Date	July 2027

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1. Aims

This policy statement sets out the school's arrangements for managing access requests from education and training providers to students, so that pupils are given information about the full range of technical education qualifications and apprenticeship opportunities available to them. It sets out:

- › Procedures in relation to requests for access
- › The grounds on which requests for access will be granted or refused
- › Details of the premises and facilities that will be provided to a person who is given access
- › How provider access fits within the school's wider careers programme, including the government's work experience guarantee

2. Statutory requirements

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

Schools must provide a minimum of six encounters with technical education or training providers to all pupils in years 8 to 13 (see section 2.1 below).

Schools must also publish a policy statement setting out the circumstances in which education and training providers will be given access to students, and adhere to it.

This duty is set out in section 42B of the [Education Act 1997](#), as amended by the [Skills and Post-16 Education Act 2022](#), and schools must have regard to the Department for Education's (DfE) statutory guidance [Careers guidance and access for education and training providers](#) (last updated 23 June 2026).

This policy shows how our school complies with these requirements. Provider access sits within, and is planned alongside, the school's wider careers programme, which is developed in line with the eight Gatsby Benchmarks that continue to underpin the statutory guidance.

2.1 The six 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 whether to attend; encounters can take place any time during year 12, and between 1 September and 28 February during year 13

An encounter is defined as one meeting or session between pupils and one provider. Encounters must happen for a reasonable period of time during the standard school day. The school may continue to offer complementary experiences outside school hours, but these will not count towards the statutory minimum.

Providers are asked to give, as a minimum:

- › Information about the provider and the approved qualifications or apprenticeships it offers, including technical education routes such as T Levels, V Levels, Higher Technical Qualifications and Apprenticeships
- › Information about the careers those qualifications and apprenticeships can lead to
- › What learning or training with the provider is like
- › Answers to pupils' questions

Encounters take place through:

- › Participation in events, in person and online, such as the National Apprenticeship Show
- › Information provided online and through the school's careers newsletter
- › Inviting providers to Careers Fairs and other events
- › Visits to other providers and apprenticeship fairs
- › Listings and materials sourced through the Careers & Enterprise Company's provider directory, and platforms such as Inspiring the Future and Discover Creative Careers

2.2 Meaningful provider encounters

Torquay Girls grammar School is committed to ensuring encounters are meaningful, guided by the following principles from the statutory guidance:

- › Start early - a progressive programme that broadens horizons and scaffolds the knowledge pupils need to identify their best next steps, from the point they join the school
- › Be informed by trends and success - use destination data and labour market information (LMI) to identify gaps and target intervention, informed by employer and alumni voice
- › True advocacy - build staff expertise across all career pathways, including the latest vocational and technical routes
- › Challenge misconceptions and assumptions - address the knowledge, understanding and potential misconceptions of all stakeholders, including parents and carers
- › Equity of access - ensure all pathways are visible to all pupils, with equal access to information and understanding

Meaningful live online or remote engagement remains an option where it genuinely supports access, in line with the guidance's emphasis on in-person experience as the primary mode wherever practicable.

3. Student entitlement

All students in years 8 to 13 at Torquay Girls' Grammar School are entitled to:

- › Find out about technical education qualifications and apprenticeship opportunities, including T Levels, V Levels, Higher Technical Qualifications, Apprenticeships and Foundation Apprenticeships, as part of the school's 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 and national providers about the opportunities they offer, including technical education and apprenticeships, through activities such as options events, assemblies and taster events
- › Understand how to make applications for the full range of academic and technical courses
- › Access support identifying pupils who may be at risk of becoming NEET (not in education, employment or training), and appropriate early intervention

4. Management of provider access requests

4.1 Procedure

Requests should be made with a minimum of six weeks' lead time.

All requests will be considered on the basis of: staffing availability to support the activity; clashes with other planned activity, trips or visits to the school; interruption to preparation for examinations; and rooming and space availability to host the activity.

A provider wishing to request access should contact: **Ms M Wills , SLT Strategic Careers Lead**

Telephone: 01803 613215

Email: careers@tggsacademy.org

4.2 Opportunities for access

A number of events, integrated into the school's careers programme, offer providers the opportunity to speak to students and/or their parents/carers. The table below outlines examples of these opportunities and when access will be given.

	Autumn term	Spring term	Summer term
Year 8	Assembly for university technical colleges (UTCs)	Careers workshop Technical/vocational tasters at local college(s) and training providers	Careers Fair event for pupils, parents – market stall event giving overview of local, regional and national opportunities and skills requirements
Year 9	Assembly and tutor group opportunities - employability skills Meeting with careers adviser for those needing support	Key Stage 4 options event	No encounters - encounters must have taken place by 28 February
Year 10	Post-16 technical education options assembly with South Devon College Life Skills – work experience preparation sessions	Assembly and tutor group opportunities - employability skills Work experience preparation sessions Work experience	Careers Fair networking event with providers and employers Technical/vocational tasters at local college(s), training providers
Year 11	Post-16 provider open evenings Post-16 apprenticeships assembly Meetings with careers adviser Post-16 applications and interviews Apprenticeships – support with applications	Post-16 Interviews Apprenticeships - support with applications	Confirmation of post-16 education and training destinations for all pupils
Year 12	Higher education (HE) fair Post-18 assembly - apprenticeships	Small group sessions: future education, training and employment options Meetings with careers adviser	Technical/vocational tasters at local college(s), training providers
Year 13	Post-18 assembly - with higher and degree apprenticeship providers Workshops - HE and higher apprenticeship applications	Meetings with careers adviser Assembly and small group opportunities - employability skills	No encounters - encounters must have taken place by 28 February Confirmation of post-18 education and training destinations for all pupils

Please contact the SLT Strategic Careers lead or the Assistant Careers Leader to identify the most suitable opportunity. Where access to the school site is restricted - for example due to a public health incident - every effort will be made to enable equivalent online or remote provision.

4.3 Granting and refusing access

All requests will be considered on the basis of: staffing availability to support the activity; clashes with other planned activity, trips or visits to the school; interruption to preparation for examinations; and rooming and space availability to host the activity.

4.4 Safeguarding

Please see the TGGS Safeguarding policy:

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors, including any provider representatives, employers or volunteers given access to students. Education and training providers are expected to adhere to this policy at all times, including during any work experience placements arranged as part of the government's work experience guarantee.

4.5 Premises and facilities

What facilities are available to providers?

In discussion with the site team and the SLT Strategic Careers Lead will find appropriate rooms to be made available. All rooms are equipped with audio and video facilities.

How facilities are organised and agreed

Please email the SLT Strategic Careers Lead, Ms M Wills , via careers@tggsacademy.org.

Prospectuses and other material

Providers may leave prospectuses with the Careers Team in the Careers and Enterprise Centre. Materials may also be displayed on the careers noticeboards set up across the school.

Disruption and public health measures

If access to the school is restricted by a public health incident or other disruption, every effort will be made to enable equivalent online or remote facilities.

5. Linking provider access to the wider careers programme and work experience guarantee

Provider access under this statement operates alongside the school's obligations under the government's work experience guarantee. In line with the 2026 statutory guidance, from September 2026 the school is reforming its work experience programme so that pupils receive:

- › One week's worth of work experience activities during years 7 to 9, delivered within the workplace, or through group/class-based and, in appropriate circumstances, remote activities
- › One week's worth of meaningful, in-person and immersive work experience placement(s) during year 10, allowing pupils to experience a real working environment and begin to develop work-based knowledge, skills and behaviours. Hybrid or remote approaches will only be used in exceptional circumstances, alongside - not instead of - in-person activity
- › In addition, one week's worth of meaningful work experience placement(s) during Year 12, enabling students to gain deeper insight into a sector of interest, develop employability skills, and make informed decisions about higher education, apprenticeships and future career pathways. Hybrid or remote approaches will only be used in exceptional circumstances, alongside, not instead of, in-person activity.

6. Previous providers

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

- › ASK Apprenticeships
- › Build Torbay
- › TDA (Torbay Development Agency)
- › South Devon College

7. Complaints

Any complaints related to provider access can be raised through the school's complaints procedure or directly with the Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk.

8. Links to other policies

Careers Guidance Policy

SEND Policy

10. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Ms M Wills, including progress against the Gatsby Benchmarks and, where applicable, Ofsted's expectations under the current Education Inspection Framework.

This policy will be reviewed by the SLT Strategic Careers Lead, Ms M Wills , annually, or sooner if the DfE updates the statutory guidance.

At every review, the policy will be approved by the Board of Trustees.