

# SHSCC CEIAG Provider Access Policy 2025-2026



Updated September 2025

This policy will be reviewed September 2026 or earlier if there are new legislation changes.

## **INTRODUCTION:**

Sir Harry Smith Community College acknowledges the right of CEIAG providers to gain access to students in order to inform them of education, training, and opportunities that are available at their establishment. This policy statement sets out the school's arrangements for managing the access of providers to the College for the purpose of giving students information about the provider's education and training offers.

This complies with the school's legal obligation under Section 42B of the Education Act 1997.

## **STATUTORY REQUIREMENTS AND STUDENT ENTITLEMENT:**

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8-13, for the purpose of informing them about the full range of education and training options available including approved technical education qualifications and apprenticeship opportunities.

All students in years 8-13 at Sir Harry Smith Community College are entitled to:

- Investigate technical education qualifications and apprenticeship opportunities as part of their CEIAG programme, which provides information on the full range of education and training options available at transition points.
- Hear from a range of local providers about the opportunities they offer, including technical education and training options and pathways available. This is delivered through organised events, workshops, pathway information sessions and assemblies.
- Understand how to make applications for the full range of academic and technical courses.

For students at compulsory school age these encounters are mandatory and there must be a minimum of two encounters for students during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11).

For students in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there must be two more provider encounters available during this period, which are optional for pupils to attend.

These provider encounters will be scheduled during the main school 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 students

## **MEANINGFUL PROVIDER ENCOUNTERS:**

An encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students.

Meaningful online engagement is also an option, and we are open to providers that can provide live online engagement with our students.

In line with new CEIAG guidance, we are working to ensure a focus on a flexible delivery of encounters and experiences of education and work. The new definition of 'meaningful' specifies the importance of a variety of encounters and experiences, of giving young people time to prepare and reflect and of using technology alongside, but not instead of, in-person activities.

### **DESTINATIONS OF OUR STUDENTS:**

Last year our Year 11 students moved to range of providers in the local area after school.

This information can be accessed via the SHSCC website or by clicking on this link: [SHS Year 11 leavers 2024](#)

Last year our Year 13 students moved to range of providers in the local area after school.

This information can be found in the Post-16 section of our website.

Year on Year Destination Comparisons for Year 11 leavers

This information can be accessed via the SHSCC website or by clicking on this link: [SHS Year on year destination comparison](#)

### **OPPORTUNITIES FOR ACCESS:**

At SHSCC, we offer a range of events, integrated into our school CEIAG programme, which offer providers with an opportunity to visit the College and speak to students and/or their parents/carers. Any provider can speak to the Careers SLT Lead or Careers Coordinator about suitable events taking place and discuss visits and events, for example, assemblies, workshops and career specific information sessions.

The current programme/calendar of events is listed on our website and updated regularly.

The school offers the six provider encounters required by law and a number of additional events, integrated into the school careers programme. We are always willing to offer providers an opportunity to come into school to speak to students or their parents or carers.

Please speak to our Careers Leader to identify the most suitable opportunity for you. [ACurtis@sirharrysmith.com](mailto:ACurtis@sirharrysmith.com)

### **PREVIOUS PROVIDERS**

Previous **education providers** who have visited the College to speak to students about opportunities include:

- Peterborough College / New College Stamford
- University College Peterborough
- University of Cambridge
- Aim Apprenticeships / Ask Apprenticeships
- College of West Anglia
- Young Technicians Academy
- University of Lincoln / University of Bedfordshire / University of Northampton
- UCAS
- University Centre Peterborough
- City College
- GPU TC
- Anglia Ruskin University

Previous employers and organisations who have provided meaningful encounters with our students include:

- Army / RAF
- Astra Zeneca
- 20Twenty productions
- Markerstudy Insurance
- Leicester City FC

- Baker Perkins
- Babraham Institute
- Caterpillar / Perkins
- Cavendish Laboratories
- BAE
- KPMG

## **PREMISES AND FACILITIES**

CEIAG staff at Sir Harry Smith Community College will make suitable spaces available as appropriate to the planned activity. The school will also ensure AV and technical equipment is available to support presentations.

These arrangements will be discussed and confirmed with the CEIAG Lead / Careers Coordinator prior to the visit who will ensure that the necessary staff are notified of the event and make sure that the College's safeguarding policy is adhered to. In applicable circumstances, providers will be required to show a current DBS to the College and provide a Letter of Assurance to our HR Department prior to their visit. A request for a visit may be refused if deemed not in the best interests of our students by the Senior Leadership Team.

Providers are welcome to leave literature in relation to their course/provision/opportunity with the Careers Lead / Careers Coordinator, who will ensure this is accessible to students in the Careers Library.

## **PROVIDER ACCESS REQUESTS**

### **Procedure**

A provider wishing to request access should contact:

Mrs Angela Curtis (Careers Coordinator)

[ACurtis@sirharrysmith.com](mailto:ACurtis@sirharrysmith.com)

Mr Tim Smith (CEIAG Lead/Director of Sixth form)

[TSmith@sirharrysmith.com](mailto:TSmith@sirharrysmith.com)

Mr Terence Cooper (PSHE Lead)

[TCooper@sirharrysmith.com](mailto:TCooper@sirharrysmith.com)

Mrs Claire Hopwood (Sixth Form & CEIAG Admin)

[CHopwood@sirharrysmith.com](mailto:CHopwood@sirharrysmith.com)