



Maplefields Academy

Provider Access Policy

Accountability: Trustee Committee: Quality of Education Committee SLT: J Walker	Ratified by: Quality of Education Committee
Revised Date: November 2025	Name: Su Bernard
Ratified Date: 12th November 2025	Signed: <i>Su Bernard</i>
Review Date: November 2026	Date: 12 th November 2025
	Chair of Trustees: Howard Reid

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 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](#).

This policy shows how our school complies with these requirements.

3. Student entitlement

All students in years 8 to 13 at Maplefields Academy 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
- 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 James Briggs, Key Stage 4 & 5 Lead.

Telephone: 01536 424090

Email: jbriggs@maplefields.northants.sch.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. Please use our careers calendar to identify a suitable time to come into school:

Term	1	2	3	4	5	6
Dates	3 rd Sept – 24 th Oct	3 rd Nov – 19 th Dec	6 th Jan – 13 th Feb	23 rd Feb – 27 th March	14 th Apr – 22 nd May	1 st Jun – 17 th July
Primary KS 1&2	Vocational Profiling National Payroll Week National Coding Week	Green Careers Week BIMA Digital Day	International Day of Women and girls in Science Visit from the Army	Open Doors: Construction Week National Careers Week (Primary Futures)	International Firefighters Day International Nurses Day Careers advisor	Vocational Profiling Volunteers Week My Money Week
Secondary KS3	Vocational Profiling National Payroll Week Visit from St John's Ambulance	Green Careers Week BIMA Digital Day	International Day of Women and girls in Science Options Event (Yr 9) Visit from the Army	National Careers Week Open Doors: Construction Week British Science Week	International Firefighters Day International Nurses Day	Vocational Profiling Volunteers Week World Youth Skills Day
Secondary KS4	Vocational Profiling National Payroll Week National Coding Week International Technical Analysts Day Love Our Colleges Week	Green Careers Week BIMA Digital Day Careers Guidance Interviews with careers advisor	International Day of Women and girls in Science Visit from the Army National Apprenticeship Week	National Careers Week Open Doors: Construction Week British Science Week Jaguar Land Rover Visit	Work Experience (In and out of school) International Firefighters Day Micro Volunteering Day	Vocational Profiling Volunteers Week World Youth Skills Day
Post 16 KS5	Vocational Profiling National Payroll Week National Coding Week International Technical Analysts Day Love Our Colleges Week	Green Careers Week BIMA Digital Day Careers Guidance Interviews with careers advisor	International Day of Women and girls in Science Visit from the Army National Apprenticeship Week	National Careers Week Open Doors: Construction Week British Science Week Jaguar Land Rover Visit	Work Experience (In and out of school) International Firefighters Day Micro Volunteering Day	Vocational Profiling Volunteers Week World Youth Skills Day

Please speak to James Briggs, Key Stage 4 & 5 Lead to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Maplefields Academy is a school for students with Social, Emotional and Mental Health problems. Our students work in small groups and can find new situations and people challenging. Transition by its very nature can cause our students some significant levels of anxiety. With this in mind, we aim to provide access in a very structured format, at times that fit in with the normal school day and that create as little disruption to their normal routines.

Lessons (45 mins each) run from:

9:30am to 11:00am

11:30am to 1:00pm

2:00pm to 2:45pm

We would aim to complete any visits within these time slots

4.4 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.

4.5 Premises and facilities

Visitors should liaise with James Briggs, Key Stage 4 & 5 Lead.

- We can provide you with access to rooms large enough to accommodate 20 students or alternatively a larger hall space, although our student numbers and behaviour would ultimately determine the most appropriate delivery point
- We can provide interactive white board or projectors to aid in your information delivery
- We welcome any materials you can provide or leave for staff and students and will distribute them to our students and their parents/carers

5. Links to other policies

This policy links to the following school policies

- Safeguarding/child protection policy
- Curriculum policy

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students is monitored by James Briggs, Key Stage 4 & 5 Lead and Jessie Walker, Head Teacher.

This policy will be reviewed by James Briggs, Key Stage 4 & 5 Lead annually. At every review, the policy will be approved by Quality of Education sub-committee of the governing board and the Head Teacher.