

Provider Access Policy Statement

JustLearn

Approved by:	Mrs Zarah Gadatara	Date: 30/09/2025
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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 11 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 11 at Just Learn 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 Lorraine Agyeman, Careers Lead.

Telephone: 0208 648 9662

Email: careersadvisor@justlearn.org.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 8	Event for university technical colleges (UTCs)	1 x Employment Encounter.	Careers workshop
YEAR 9	Introduction to different sectors. Understanding different career paths.	Begin the skills builder journey to support student with their presentation skills.	1 x Employment Encounter.
YEAR 10	Individual career plan Work Experience (Understanding of your skills on problem solving)	1 x Employment Encounter To continue to develop on the skills builder	Pathways presentation 1-2-1 meetings with the careers advisor.
YEAR 11	Expand knowledge of your skills. Interview skills	CV Completion At least 1 x Employment Encounter	Understanding the next steps application To continue to develop on the skills builder

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

4.3 Granting and refusing access

In accordance with the requirements of the Statutory Guidance, 'Careers guidance and access for education and training providers' (October 2018) and the obligations placed upon schools by Section 42B of the Education Act 1997, this policy statement sets out Just Learn's arrangements for managing the access of education and training providers to pupils at the school.

4.4 Safeguarding

Our safeguarding 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

Employed will have access to the main school facilities and equipment.

5. Links to other policies

- Safeguarding policy
- Careers plan policy
- Curriculum policy

6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Lorraine Agyeman and Zarmeen Zubair.

This policy will be reviewed by Mrs Zarah Gadatara annually.

At every review, the policy will be approved by the board of trustees.

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