

SHIRELAND BIOMEDICAL UTC

PROVIDER ACCESS POLICY

Updated	September 2026
Approved by	Shireland Biomedical UTC Governing Body
Date of Approval	September 2026
Next Review Date	September 2027

1. Introduction and Policy

1.1 This policy sets out Shireland Biomedical UTC's arrangements for managing access for education and training providers who wish to give students information about their technical education qualifications, apprenticeships and training offers.

2. Scope

2.1 This policy applies to all staff and students at Shireland Biomedical UTC and to any provider wishing to request access to students or their parents and carers.

3. Legislation and Regulation

3.1 This policy reflects the academy's legal duties under Section 42B of the Education Act 1997, as amended, and the Provider Access Legislation introduced in January 2023.

4. Student Entitlement

4.1 Students in Years 7 to 13 are entitled:

- To find out about technical education qualifications, apprenticeships and other education and training routes through an impartial careers programme.
- To hear from a range of local and national providers through assemblies, Focus Days, careers events, options activities, group discussions and taster opportunities.
- To understand how to apply for the full range of academic and technical courses at key transition points.
- To receive meaningful provider encounters at appropriate points in Key Stages 3, 4 and 5, in line with current statutory requirements.

5. Management of Provider Access Requests

Procedure

5.1 Providers should submit requests at least eight weeks before the proposed activity, wherever possible. Each request will be considered by the Careers Leader and the Senior Leadership Team alongside the academy calendar, curriculum commitments, examinations, staffing, room availability and safeguarding requirements.

A provider wishing to request access should contact:

Mrs Simone Stoddard, Assistant Principal and Careers Leader

Email: sstoddard@sbu.shirelandcat.net

Telephone: 0121 828 1123

Opportunities for Access

5.2 Opportunities are integrated into the academy careers programme and may include student assemblies, Focus Days, curriculum activities, careers fairs, options events, open events, National Apprenticeship Week, National Careers Week, work experience and the Year 12 Futures Programme. Activities may be delivered in person or virtually and may involve students and/or parents and carers.

6. Premises and Facilities

6.1 Shireland Biomedical UTC may make the lecture theatre, activity studio, classrooms or private meeting rooms available for presentations, workshops and discussions between providers and students, as appropriate to the activity.

6.2 Audio-visual and other specialist equipment may be made available to support presentations. Requirements must be discussed and agreed in advance with the Careers Leader or a member of the careers team.

6.3 Providers may leave relevant prospectuses or course literature with Reception. Suitable information may also be displayed around the academy, shared within departments, distributed to students or communicated electronically to students and parents or carers.

7. Responsibilities

7.1 The following responsibilities apply in relation to this policy:

- The Principal is responsible for ensuring that the policy is implemented across the academy.
- The Careers Leader is responsible for coordinating provider requests, ensuring appropriate access and maintaining oversight of the careers programme.
- Teachers and curriculum leaders are responsible for supporting planned provider encounters and helping students connect curriculum learning with future pathways.
- All staff are expected to cooperate with the arrangements in this policy and uphold safeguarding, equality and visitor procedures.

8. Complaints

8.1 Complaints about provider access should be raised through the academy complaints procedure by contacting the Principal via info@sbu.shirelandcat.net. Providers may also contact The Careers & Enterprise Company at provideraccess@careersandenterprise.co.uk.

9. Approval and Review

9.1 This policy will be reviewed annually, or earlier where changes to legislation or statutory guidance require an update.