



MALBANK SCHOOL & SIXTH FORM COLLEGE
PROVIDER ACCESS POLICY STATEMENT



Policy Type	Statutory
Author	Craig Batty (Assistant Headteacher, Sixth Form & Careers)
Approved by	To be approved by Head/Governors
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Review Date	June 2028

1. Introduction

This policy statement sets out Malbank School and Sixth Form College's arrangements for managing the access of education and training providers to pupils for the purpose of informing them about approved technical education qualifications and apprenticeships.

This policy complies with the school's legal duties under:

- Section 42B of the Education Act 1997 (as amended by the Skills and Post-16 Education Act 2022),
- The Provider Access Legislation (PAL) 2023, and
- The Baker Clause.

This statutory guidance requires all maintained schools and academies to provide pupils in Years 8 to 13 with six encounters with a range of providers of technical education and apprenticeships.

2. Student Entitlement

The school is committed to presenting all education and training routes impartially and without bias, including academic, technical and vocational pathways, in accordance with the Baker Clause and statutory careers guidance.

With the above in mind, all pupils in Years 7–13 are entitled:

- To find out about technical education qualifications and apprenticeships, including T Levels and approved technical education routes, as part of the school's Careers Education, Information, Advice and Guidance (CEIAG) programme.
- To hear from a range of local and national providers offering academic, technical and vocational qualifications and training.
- To understand the full range of learning and training routes available to them at each transition point.
- To learn how to make informed applications for post-16 and post-18 opportunities, including university, apprenticeships, T Levels, and other vocational pathways.
- To engage with Independent Training Providers (ITPs) **and** Further Education (FE) providers, alongside employers and universities.

3. Provider Access Legislation – Minimum Requirements

The updated Provider Access Legislation (PAL) requires schools to provide **mandatory encounters** for students in Years 8–13. These are:

- Two encounters for all pupils during Years 8 and 9;
- Two encounters for all pupils during Years 10 and 11;
- Two encounters for students during Years 12 and 13, which the school will make available and actively promote.

Each encounter must:

- Take place during the school day
- Be at least one hour long
- Include information about apprenticeships, T Levels, or other approved technical routes
- Provide meaningful interaction between pupils and providers (see guidance below):

Meaningful Provider Encounters

All provider encounters will provide pupils with the opportunity to:

- learn about the provider and their organisation;
- understand the approved technical qualifications, apprenticeships or training programmes offered;
- explore the career pathways these opportunities can lead to;
- gain insight into what it is like to learn or train with the provider;
- ask questions and engage directly with provider representatives.

To reflect changing workplace trends, meaningful provider encounters may be delivered face-to-face or through live online engagement where appropriate.

All interactions and encounters will be recorded on Unifrog, by the school and/or the student.

4. Management of Provider Access Requests

4.1 Procedure

A provider wishing to request access should contact:

Mr Craig Batty

Assistant Headteacher (Sixth Form & Careers)

Phone: 01270 611009 (ext. 259)

Email: pcb@malbank.cheshire.sch.uk

Alternatively, providers may also contact the school reception for initial queries.

Granting and Refusing Access

Access will generally be granted where requests:

- support the aims of the school's careers programme;
- provide information about approved technical education qualifications, apprenticeships or vocational pathways;
- offer impartial and informative guidance for students.

Requests may be declined where:

- they conflict with timetabled examinations or key school events;
- safeguarding requirements cannot be met;
- the proposed activity does not support the statutory aims of provider access legislation;
- capacity or staffing constraints make the request impracticable.

Where possible, alternative dates or formats will be offered.

Complaints

Any complaints regarding provider access should be raised initially with the Careers Leader:

Craig Batty, Assistant Headteacher (Sixth Form & Careers)

Complaints will be considered in line with the school's Complaints Policy.

Providers may also contact the Department for Education if they believe the school has not complied with its statutory duties regarding provider access.

4.2 Opportunities for Access

The school offers providers the opportunity to speak to students and/or their parents/carers at the following points across the academic year, as part of our structured careers programme. These may include:

- Year 8 and 9 options evenings and assemblies
- 'Future Focus' events for students in Years 9-13
- Year 10 and 12 Work Experience
- Year 10 and 11 employer and provider encounters
- Year 12 and 13 futures day and post-18 preparation sessions
- Careers fairs and apprenticeship expos
- STEM and industry-themed enrichment activities
- Drop-down or off-timetable CEIAG days

Details of the full Careers Programme can be accessed here: [Malbank School & Sixth Form College - Careers Programme](#)

4.3 Safeguarding

All provider visits must comply with the school's Safeguarding Policy **and** Visitors Policy, which are available on the school website. All visitors are expected to present valid photo identification and undergo safeguarding checks where necessary.

5. Premises and Facilities

- The school will make available appropriate spaces such as the Sports Hall, boulevard, classrooms or meeting rooms for provider presentations, discussions or exhibitions.
- Audio-visual and ICT equipment can be arranged to support presentations, subject to prior agreement.
- Refreshments and logistical support may be offered where appropriate, and providers are encouraged to liaise with the Assistant Headteacher (Sixth Form & Careers) for planning.
- Providers may leave printed materials (prospectuses, guides, course booklets) at Reception and in the Careers Hub, where they will be available to students throughout the year.

6. Monitoring and Evaluation

- The school's compliance with the Provider Access Legislation is monitored through annual review by the Careers Leader and Senior Leadership Team, as well as the CEC Hub.
- Evaluation of provider encounters is conducted via student feedback, impact tracking, and destination data analysis.
- This policy is reviewed annually and updated in line with statutory guidance and changes to legislation.

Policy Review Date: June 2026

Next Review Due: June 2028