



MEPA ACADEMY

PROVIDER ACCESS POLICY

THIS POLICY IS WRITTEN FOR MEPA ACADEMY

Updated & Adopted:	August 2025
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PROVIDER ACCESS POLICY STATEMENT

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997. A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school and speak to students.

Pupil entitlement All pupils in years 8-11 are entitled:

- to find out about technical educational qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of educational and training options available at each transition point;
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- to understand how to make applications for the full range of academic and technical courses.

As required by the Provider Access Legislation, the Academy must provide at least six encounters with approved providers of apprenticeships and technical education for all their students:

- Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend
- Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend
- Two encounters for pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend

A provider wishing to request access should contact Lewis Muir (Careers and Work Experience Lead) who will then liaise with the appropriate senior leader to consider the request. They need to email:

lmuir@mepatraining.com

SAFEGUARDING ARRANGEMENTS

If the provider is spending their time working with our students, then we expect them to have a Disclosure and Barring Service (DBS) check, carried out by their employer. The single central record is kept up to date with DBS numbers for all staff, supply staff, volunteers and contractors (visitors). The single central record states that we must record the date we have received confirmation from the contractor or employing organisation stating that they have carried out Enhanced DBS and Barred List checks, references and right to work in the UK and identity checks. The single central record is maintained by Emma Finch, Vice Principal.

PREMISES AND FACILITIES

MEPA Academy ensures that relevant space is made available; however, if we cannot provide the premises or facilities, then it is down to the provider's discretion as to whether the access takes place.

RIGHT TO CANCEL

MEPA Academy and its members of staff have the right to cancel any bookings made at any time due to internal and external factors. The provider also has the right to cancel due to internal and external factors. The provider must give notice via email to lmuir@mepatraining.com about the cancellation.