

# PROVIDER ACCESS STATEMENT

## Technical education and apprenticeships

Statutory statement | 2026-2027

### Our commitment

Ixworth High School welcomes education and training providers who can help students understand the full range of academic, technical and apprenticeship routes available to them.

Careers Lead: Donna Heath | Careers Adviser: Fred Lavery

## 1. Purpose and legal framework

This statement explains how providers of technical education, apprenticeships and other education or training routes can request access to students at Ixworth High School. It also sets out the opportunities available, the school's arrangements for visits and the information students are entitled to receive.

The statement supports the school's duties under section 42B of the Education Act 1997, commonly known as the provider access legislation, and should be read alongside current statutory careers guidance for schools.

## 2. Student entitlement

All students in Years 7 to 11 receive impartial careers education and guidance. Students must be able to understand the full range of routes at the points when they make important choices. This includes academic, technical and vocational courses, apprenticeships and training.

For pupils in Years 8 to 11, the school will provide the required opportunities for approved technical education and apprenticeship providers to speak directly to students. Provider encounters will:

- explain the provider's education or training offer, including technical qualifications and apprenticeships;
- show how the offer could support progression and future careers;
- explain what learning or training is like with the provider;
- answer students' questions; and
- explain how to apply and where students or families can obtain further information.

## 3. Minimum provider encounters

As an 11–16 school, Ixworth High School will offer at least four statutory provider encounters during each student's time in Years 8 to 11. These are arranged at appropriate points before students make significant education or training choices.

| Phase           | Minimum access offered | Purpose                                                                                                         |
|-----------------|------------------------|-----------------------------------------------------------------------------------------------------------------|
| Years 8 and 9   | Two encounters         | Early awareness of technical education, apprenticeships and post-14 or post-16 pathways.                        |
| Years 10 and 11 | Two encounters         | Detailed comparison of post-16 academic, technical, apprenticeship and training routes, including applications. |

Each statutory encounter will take place during the normal school day, last for a reasonable period and include meaningful interaction between the provider and students. The school will make the encounter available to all students in the relevant year group. Additional encounters may be offered throughout Years 7 to 11.

## 4. Requesting access

Providers wishing to speak to students should contact the Careers Lead. Please give as much notice as possible and include the proposed audience, preferred date or term, length and format of the session, technical requirements, safeguarding information and a brief outline of the content.

| Contact      | Details                       |
|--------------|-------------------------------|
| Careers Lead | Donna Heath                   |
| Email        | d.heath@ixworthhighschool.org |
| Telephone    | 01359 234050                  |
| School       | Ixworth High School           |

Requests will be considered against student needs, the careers programme, curriculum and examination commitments, available staffing and space, safeguarding requirements and whether the proposed activity is impartial, age-appropriate and relevant. If a requested date is not possible, the school will discuss a suitable alternative wherever reasonably practicable.

## 5. Opportunities for providers

Access may be arranged through assemblies, tutor or PSHE sessions, curriculum lessons, Careers Week, the Careers Fair, options and transition activities, workshops, small-group discussions, workplace or campus visits, and live virtual encounters.

| Typical period      | Examples of access opportunities                                                                                           |
|---------------------|----------------------------------------------------------------------------------------------------------------------------|
| Autumn term         | Careers Week and Careers Fair; Year 11 post-16 encounters, open-event information, applications and guidance.              |
| Spring term         | Year 9 options and pathways; apprenticeship awareness; employability and technical-route sessions.                         |
| Summer term         | Year 10 work experience preparation and reflection; transition and progression activities.                                 |
| Throughout the year | Assemblies, tutor and PSHE activities, curriculum links, workshops, displays, individual referrals and virtual encounters. |

The examples above are indicative. Exact dates and formats are agreed with providers and may change to reflect the school calendar and students' needs.

## 6. Premises and facilities

The school can make the main hall, classrooms, computer rooms or private meeting spaces available, as appropriate. Rooms have access to presentation equipment, and other requirements can be discussed in advance. The Careers Lead or Careers Adviser will work with the provider to agree a suitable room, audience and format.

Providers may leave prospectuses and relevant course literature for students in the school's careers resource area, subject to agreement with the Careers Lead.

## 7. Safeguarding and conduct

All provider activity must follow the school's safeguarding, visitor, health and safety, equality and data-protection procedures. Appropriate checks and supervision arrangements will be confirmed before the visit. Providers must report to reception, wear the visitor identification supplied and follow staff instructions while on site.

Information must be accurate, impartial, inclusive and suitable for the age and needs of the students. Providers should make reasonable adjustments and share accessibility requirements in advance.

## 8. Live and virtual encounters

The school may arrange live online encounters where this is appropriate. Virtual sessions should allow students to interact with the provider and ask questions. Technology, access, safeguarding and supervision arrangements must be agreed and checked in advance.

## 9. Parents and carers

Parents and carers are encouraged to discuss every pathway fairly with their child. Where appropriate, they may be invited to careers events or directed to provider information, open events and application guidance.

## 10. Complaints

A concern about provider access should first be raised with the Careers Lead using [d.heath@ixworthhighschool.org](mailto:d.heath@ixworthhighschool.org). If it cannot be resolved, it may be referred to the Headteacher through the school's published complaints procedure.

## 11. Monitoring and review

The Senior Leadership Team is responsible for this statement. The Careers Lead monitors provider encounters, student participation and feedback as part of the annual review of the careers programme.

| Document control | Details                |
|------------------|------------------------|
| Ownership        | Ixworth High School    |
| Responsibility   | Senior Leadership Team |
| Last updated     | September 2026         |
| Review date      | September 2027         |

## 12. Providers engaged by the school

Recent or established contributors include local colleges and sixth forms, universities, apprenticeship and training organisations, public services, the NHS, Armed Forces, employers and sector representatives. Examples include West Suffolk College, Abbeygate Sixth Form College, East Norfolk Sixth Form College, the University of East Anglia, the University of Suffolk, Apprenticeships Suffolk, Access Creative College, WS Training and City College Norwich.