



# Mulberry Provider Access Policy

<b>Approval Body:</b>	UTC LGB
<b>Approval Date:</b>	June 2024
<b>Implementation Date:</b>	June 2024
<b>Review Date:</b>	June 2025
<b>Policy Version:</b>	5

<b>Version</b>	<b>Reviewed</b>	<b>Changes since last version</b>
1	March 2018	<ul style="list-style-type: none"><li>• There have been no changes to this policy</li></ul>
2	March 2019	<ul style="list-style-type: none"><li>• No changes to this policy</li></ul>
3	November 2022	<ul style="list-style-type: none"><li>• The name and contact details of the person responsible for provider access have been updated to reflect the new postholder.</li><li>• The list of 'Opportunities for Access' has been updated to reflect the current programme that is on offer for students.</li></ul>

4	June 2023	<ul style="list-style-type: none"> <li>The policy has been updated to include recent statutory changes to government policy</li> </ul>
5	June 2024	<ul style="list-style-type: none"> <li>Contact details for provider access have been updated</li> <li>Opportunities for access has been updated</li> <li>Premises and facilitates has been amended</li> </ul>
6	May 2025	<ul style="list-style-type: none"> <li>Contact details for provider access have been updated</li> <li>Updated table of events</li> </ul>

## Contents

1. Aims .....	2
2. Statutory requirements .....	2
3. Student entitlement .....	3
4. Management of provider access requests .....	3
5. Links to other policies .....	5
6. Monitoring arrangements .....	5

---

### 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 10 to 13 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.

Recent changes to statutory requirements make more explicit the opportunities that students will be entitled to. These are below:

Schools must offer:

- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
  - All pupils must attend

- Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
  - Pupils can choose to attend
  - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

These encounters must happen for a reasonable period of time during the standard school day. Schools can continue to provide complementary experiences, but encounters outside of school hours won't count towards these requirements.

Schools must ask each provider to provide the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from pupils

### 3. Student entitlement

All students in years 10 to 13 at Mulberry UTC 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:

- Massuma Mailk, Career Leader – [mmalik@mulberryschoolstrust.org](mailto:mmalik@mulberryschoolstrust.org)
- Rachel King, Careers Officer – [rking2@mulberryschoolstrust.org](mailto:rking2@mulberryschoolstrust.org)
- Susie Maeckel, Marketing and Recruitment Manager - [admissions@mulberryutc.org](mailto:admissions@mulberryutc.org)

Providers may also contact the school's main office: [info@mulberryutc.org](mailto:info@mulberryutc.org) / Telephone: 0203 137 7024

#### 4.2 Opportunities for access

Mulberry UTC actively encourages the development of links with a wide range of providers to ensure that our students experience a wealth of meaningful encounters. We seek providers to support with our tutor, Post 16 and Post 18 programmes, to ensure students are able to make informed decisions about their next steps and beyond. As a UTC, industry links are a critical part of our offer. We aim to develop partnership working with providers wherever possible to allow us to ensure experiences are meaningful, with students being fully involved in activities to promote life-long learning. As well as seeking providers for key speaker sessions,

workshops and trips we aim to enhance experiences through collaborative working. We aim to integrate career events into the curriculum wherever possible, to get students involved in solving real life problems and to see the impact of their work through employer set projects and workshops, and to enhance students' knowledge of new technologies relevant to their specialisms through workplace visits.

In line with the Mulberry UTC Charter, we offer a thorough programme of activities for all students from Years 10–13 which we encourage provider links for, including:

- A weekly, age-appropriate career tutor programme following the updated CDI framework, adapted to fit with progression routes for bespoke advice and guidance
- Career interviews with a Level 6 qualified careers advisor
- Regular Industry talks linked to specialisms
- Trips connected to the world of work
- Visits to a range of FE and HE providers
- Post 16 and Post 18 programmes which includes impartial advice and guidance on FE/HE, apprenticeship and employment routes.
- Workshops and projects run by industry specialists
- Work experience placements
- Regular access to specialist suites with up-to-date, industry standard equipment to bring learning to life
- Mulberry Changemakers Projects such as Mulberry STEM Academy, Mulberry Production Art Academy and Global Girls Leading
- Enrichment offers such as Model UN and the Sherrif Challenge

	Year 10	Year 11	Year 12	Year 13
Ongoing throughout the academic year	<p>Weekly career tutor sessions</p> <p>Weekly Industry key speaker sessions</p> <p>Career interviews</p> <p>Trips connecting learning to the world of work</p> <p>Visits to a range of FE and HE providers</p> <p>Mulberry changemaker projects</p> <p>Mulberry enrichment programmes</p> <p>Personal Guidance meetings for Year 11 and Year 13</p>			
Autumn Term	Standing out from the crowd programme	Post 16 Programme	Standing out from the crowd programme	Post 18 programme
Spring Term	<p>National Apprenticeship Week</p> <p>National Careers Week</p> <p>Work Immersion Week</p>	<p>National Apprenticeship Week</p> <p>National Careers Week</p>	<p>National Apprenticeship Week</p> <p>National Careers Week</p> <p>Level 2 Work Immersion Week</p>	<p>National Apprenticeship Week</p> <p>National Careers Week</p>

			Level 2 Future's Day and Personal Guidance Meetings	
Summer Term	Post 16 Programme Personal Guidance Meetings		Post 18 Programme including Level 3 Future's Day Personal Guidance meetings Level 3 Work Immersion Week	

### 4.3 Safeguarding

Our safeguarding/child protection 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.

### 4.4 Premises and facilities

The school will make the theatre, classrooms or meeting rooms available for discussions between the provider and students as appropriate to the activity.

The school will also make available AV and other specialist equipment to support provider presentations.

### 5. Links to other policies

Other policies which are relevant in relation to the provider access policy can be found on the school's website:

- Child Protection Policy
- Careers guidance Policy
- Curriculum Policy
- Accessibility Plan

### 6. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Daniel Seed, Principal of Mulberry UTC.

This policy will be reviewed by Daniel Seed annually. At every review, the policy will be approved by the Local Governing Body.

This policy is published on the UTC's website to fulfil the school's statutory responsibility to publish the information it contains.