

Huish Episcopi Academy: Provider Access Policy Statement (PAL)

Access for colleges, training providers, university technical colleges, universities and all other post 16 providers, including technical, vocational and academic routes and apprenticeships

Updated November 2025

This policy statement sets out the arrangements for managing the access of providers to students 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.

Pupil Entitlement:

All students in years 8 to 13 are entitled:

- to find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education 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 – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

In line with the updated Provider Access Legislation, from January 2023, all schools must provide a minimum of six encounters for all students with post 16 providers, as above. This is broken down into key phases: -

Year 8 or 9	Two encounters for students that are mandatory for all to attend
Year 10 or 11	Two encounters for students that are mandatory for all to attend
Year 12 or 13	Two encounters that are mandatory for the school to put on but optional for students to attend

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and students from the provider)
- answer questions from all students, including our most vulnerable and those with additional learning needs

As part of the United Learning Trust, Huish Episcopi Academy defines an encounter as at least 20 min, during the school day. The school days runs from 8.55am until 3.30pm.

As part of our careers programme, we will consider requests from approved training, apprenticeship, technical and vocational education providers, including University Technical Colleges where appropriate, to speak to our students. Huish Episcopi Academy will also approach these providers directly when planning and organising key career related events throughout the school year such as school assemblies, webinars within the curriculum, including live events,

careers engagement events and parents evenings. Meaningful encounters may be planned using the [Making it meaningful checklist](#).

The quality and impact of careers provision at Huish Episcopi Academy is monitored by our Senior Leadership Team, United Trust's Central Strategic Careers Lead and the Heart of the South West Careers Hub through Compass+ auditing. Access and opportunity to engage with technical, vocational and training providers will form part of this process.

Premises and Facilities

Huish Episcopi Academy has a range of facilities available for providers to use in support of our careers programme. This includes a school hall, classrooms, theatre, IT rooms, Sixth Form Centre and study room, outdoor space and online conference platforms.

The school will also make available access to IT support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature for the Careers Centre, which can be found in the library and is managed by the Careers Lead and the School Librarian. The Resource Centre is available to all pupils at lunch and break times.

Destinations of our students

Last year our year 11 students moved to range of providers in the local area after school:

- Huish Episcopi Sixth Form 27 %
- FE Colleges 60%
- Apprenticeships 9%
- Other 4%

FE Colleges include:

- Yeovil College
- Richard Huish College
- Strode College
- Bridgwater and Taunton College

Last year our year 13 students moved to range of providers in the local area after school:

- HE and University 35%
- Apprenticeships 14%
- Employment 11%
- Gap Year 40%

Providers who have previously provided talks for our students include:

Bridgwater & Taunton College, Yeovil College, Train 4 All, Armed Forces, NHS

Management of provider access requests

All requests made by providers should be emailed at least 6 weeks in advance of the expected date of the session. In the first instance, requests by providers should be sent to: -

Name of Careers Leader: - Emma Higman, emmahigman@hea.ac.uk

Name of SLT Careers Link: - Emily Bowhill, emilybowhill@hea.ac.uk

Careers Link Governor: - Colin Cattanach, ccattanach.gvr@hea.ac.uk

Tel No: - 01458 250501

Granting Requests and Refusal of Requests

Once your request has been submitted, Huish Episcopi Academy's Careers Leader will respond to you within 10 working days. All requests will be given due consideration by the Careers Leader and Senior Leadership Team.

Once the request has been granted, we will ask you for a range of information to share with our students and parents before the session. This may be a prospectus, letter, presentation to share with students and parents in advance of your session.

This should include: -

- Details of the opportunities you offer including technical education, courses and entry requirements
- What is learning like with your institution?
- How do you prepare students for their best next step on successful completion of your course/training?
- Provide examples of linking courses with careers relating to the labour market and recent positive destinations of students who have completed their learning with you

Requests will be considered against: -

- Clashes with other planned activities or visits.
- Interruption to preparation for public or internal examinations.
- Availability of school staff, space and resources to host the session.
- All requests will also be considered in line with the school's Safeguarding policy. For questions on this policy statement or the wider careers programme at Huish Episcopi Academy please do not hesitate to contact us.
- Huish Episcopi Academy will keep a log of all provider requests for access and the outcomes and record on Compass+ to support the delivery and evaluation of the careers programme.

Opportunities for access

Huish Episcopi Academy offers the four provider encounters required by law and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to students or their parents or carers.

Complaints

If a provider has reason to make a complaint in relation to this statement please email Emily Bowhill, Assistant Principal, SLT Careers Link, emilybowhill@hea.ac.uk at Huish Episcopi Academy, who will investigate further. Or subsequently you can contact [The Careers & Enterprise Company](http://www.provideraccess@careersandenterprise.co.uk) on provideraccess@careersandenterprise.co.uk or [Somerset Careers Hub](http://www.somersetcareers.co.uk)