

# Sheffield Springs Academy Provider Access Policy Statement



**September 2025**

**It starts with a DREAM**

**Add FAITH & it becomes a BELIEF**

**Add ACTION & it becomes a way of LIFE**

**Add PERSEVERANCE & it becomes a GOAL**

**Add PATIENCE & TIME, it becomes a DREAM come TRUE**

## Introduction

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.

## Pupil Entitlement

All pupils in years 8-11 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.

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11).

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 pupils from the provider)
- answer questions from pupils.

Management of provider Access Procedure

A provider wishing to request access should contact:

Mr A Awan  
Assistant Principal – Ensuring Attainment  
[Andrew.Saville@sheffieldsprings.org](mailto:Andrew.Saville@sheffieldsprings.org)

Mr E Cramphorn  
Careers Lead and Advisor  
[Edward.Cramphorn@sheffieldsprings.org](mailto:Edward.Cramphorn@sheffieldsprings.org)

SSA CEIAG Email  
Careers Team  
[CEIAG@sheffieldsprings.org](mailto:CEIAG@sheffieldsprings.org)

## Opportunities for access

The school offers the six provider encounters required by law (marked in bold text) 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 pupils or their parents or carers.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

## Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

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 at the Careers Resource Centre, which is managed by the school librarian. The Resource Centre is available to all pupils at lunch and break times.

## Approval and review

Approved September 2025 by Governors at Curriculum and Standards Committee  
Next review: September 2026

Signed:

Ms J Hobley - Chair of Governors

Ms C Cartledge – Principal

