



Harrison College Ltd
Provider Access Policy

Introduction

This policy sets out Harrison College's arrangements for managing the access of education and training providers to students for the purpose of informing them about approved technical education qualifications, apprenticeships and other education and training pathways.

Harrison College is committed to ensuring all students receive independent, impartial and high-quality careers education, information, advice and guidance that enables them to make informed decisions about their next steps.

This policy is developed in accordance with:

- Sections 42A, 42B, 45 and 45A of the Education Act 1997.
- The Technical and Further Education Act 2017.
- The Skills and Post-16 Education Act 2022.
- The Department for Education (DfE) statutory guidance: Careers Guidance and Access for Education and Training Providers (updated June 2026).
- The Provider Access Legislation (PAL), commonly known as the Baker Clause.

Rationale

High-quality careers education and guidance is essential in preparing young people for successful transitions into further learning, employment and adult life.

At Harrison College, careers education helps students to:

- Understand the changing world of work.
- Explore a wide range of progression routes.
- Develop self-awareness and career management skills.
- Raise aspirations and confidence.
- Make informed decisions about their futures.
- Understand local, regional and national labour market opportunities.

The College recognises the importance of ensuring students understand the full range of progression pathways available to them, including:

- Apprenticeships
- Supported Internships
- T Levels
- Further Education
- Higher Education
- Higher Technical Qualifications (HTQs)
- Independent Training Providers
- Employment and volunteering opportunities

Careers education forms an integral part of the College's commitment to preparing students with SEND for adulthood and employment.

Student Entitlement

All students at Harrison College are entitled to:

- Receive independent and impartial careers guidance.
- Access information about the full range of educational and training opportunities available.
- Learn about technical education qualifications and apprenticeship opportunities.
- Understand progression routes into employment, training, further education and higher education.
- Hear from a range of local and national education and training providers.
- Participate in meaningful encounters with employers, employees, colleges, universities, apprenticeship providers and training organisations.
- Access careers information that is appropriate to their individual needs, aspirations and learning requirements.
- Receive reasonable adjustments and additional support to enable full participation in careers activities.

Students will be supported to develop the knowledge, confidence and skills required to make successful transitions into further learning and employment.

Provider Access Arrangements

Harrison College welcomes requests from approved education, training and apprenticeship providers.

Providers may contribute to the careers programme through:

- Careers fairs.
- Industry talks.
- Employer engagement events.
- Apprenticeship awareness sessions.
- Workshops.
- Small group activities.
- Classroom presentations.
- Progression events.
- Virtual encounters.
- One-to-one guidance opportunities where appropriate.

The College will work collaboratively with providers to ensure encounters are relevant, meaningful and accessible to all students. Providers will be expected to contribute to the College's wider careers programme and support informed decision-making.

Management of Provider Access Requests

Procedure:

Providers wishing to request access should contact:

Rebecca Barber

Assistant Principal - Careers

Telephone: 01302 540495

Email: r.barber@harrisoncollege.co.uk

Requests will be considered in line with:

- Student needs.

- Curriculum planning.
- Existing careers programme activities.
- Safeguarding requirements.
- Availability of facilities and staff.
- Premises and Facilities

The College will make appropriate facilities available for provider encounters, including:

- Classrooms.
- Meeting rooms.
- Workshop spaces where appropriate.
- Presentation equipment.
- Audio visual facilities.

All arrangements will be agreed in advance with the Careers Leader or a designated member of staff.

Providers are welcome to leave prospectuses, course literature and promotional materials for students to access through the College's careers resources.

Equality, Diversity and Inclusion

Harrison College is committed to promoting equality of opportunity in accordance with the Equality Act 2010.

The College will ensure that:

- Careers guidance remains impartial and unbiased.
- Stereotypes relating to gender, disability, ethnicity or social background are challenged.
- Students are encouraged to consider the full range of progression routes available.
- Particular attention is given to supporting students with SEND and other vulnerabilities.
- All careers activities are inclusive and accessible.

No student will be disadvantaged in accessing careers information, guidance or provider encounters.

Supporting Students with SEND

Harrison College students have identified Special Educational Needs and Disabilities.

Providers are expected to:

- Use clear, accessible and appropriate language.
- Present information in a way that considers varying communication needs.
- Avoid unnecessary jargon.
- Encourage participation and questions.
- Provide resources in advance where requested.
- Make reasonable adjustments where required.

Students may require varying levels of support due to needs including autism, anxiety and other identified SEND requirements.

College staff will be present during provider encounters to support engagement and ensure safeguarding requirements are met.

Provider Guidance

Providers are requested to:

- Arrive at least ten minutes before scheduled sessions.
- Provide presentation materials in advance when requested.
- Ensure content is age and needs appropriate.
- Use professional and respectful language at all times.
- Follow all safeguarding procedures whilst on site.
- Comply with College visitor, data protection and ICT policies.
- Live and Virtual Encounters

Harrison College welcomes both face-to-face and virtual encounters with providers.

Virtual encounters may be delivered through approved online platforms where appropriate. Technology checks may be required before sessions to ensure compatibility and accessibility.

Virtual delivery should complement, rather than replace, meaningful in-person engagement whenever possible.

Parents and Carers

Harrison College recognises the important role parents and carers play in career decision-making.

Parents and carers will be encouraged to:

- Engage with careers activities and events.
- Attend progression and provider events where appropriate.
- Support students in exploring post-college pathways.
- Understand apprenticeship, technical and higher education opportunities.

Information regarding careers events and progression opportunities will be shared with parents and carers throughout the academic year.

Links with Other Policies

This policy should be read alongside:

- Careers Education, Information, Advice and Guidance (CEIAG) Policy
- Safeguarding and Child Protection Policy
- SEND Policy
- Equality and Diversity Policy
- Data Protection Policy
- Online Safety Policy
- Artificial Intelligence (AI) Policy

Providers must comply with all safeguarding, data protection and confidentiality requirements whilst working with students.

Use of Artificial Intelligence

Providers must comply with Harrison College's Artificial Intelligence and Data Protection policies.

Any use of AI technologies whilst working with students or handling College information must be authorised by the College and comply with all relevant safeguarding, data protection and information governance requirements.

Monitoring, Review and Publication

This policy has been developed by the Careers Leader and Senior Leadership Team with reference to current Department for Education guidance.

The policy will be:

- Reviewed annually.
- Updated in response to legislative or regulatory changes.
- Published on the Harrison College website.
- Made available to students, parents, carers, staff and providers upon request.
- Statutory References to List at the End of the Policy

DfE Careers Guidance and Access for Education and Training Providers (June 2026)

<https://www.gov.uk/government/publications/careers-guidance-provision-for-young-people-in-schools/careers-guidance-and-access-for-education-and-training-providers>

Skills and Post-16 Education Act 2022

<https://www.legislation.gov.uk/ukpga/2022/21/contents>

Education Act 1997

<https://www.legislation.gov.uk/ukpga/1997/44/contents>

Careers & Enterprise Company Provider Access Resources

<https://resources.careersandenterprise.co.uk/resources/careers-guidance-and-access-education-and-training-providers>