

# UTC LEEDS ACCESS PROVIDER POLICY



**Resilience  
Multi Academy  
Trust**



<b>Summary</b>	Academy Arrangements for Managing Access of education and training providers to the Academy		
<b>Responsible Person/Author:</b>	Neil Copsey		
<b>Applies to:</b> (please circle/delete as appropriate)	<b>Colleagues</b> <input checked="" type="checkbox"/>	<b>Student</b> <input checked="" type="checkbox"/>	<b>Community</b> <input checked="" type="checkbox"/>
<b>Ratifying Committee</b>	Standards Committee		
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<b>Review Period</b>	Annual		
<b>Status</b>	Statutory		
<b>Owner</b>	RMAT		

#### Document Control

Date	Version	Action	Amendments
September 2024	1	New Policy Format created	
May 2025	2	Amendments	Rebranding
September 2025	3	Amendments	EIA updated

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### Contacting the Academy to request access.

1. A provider wishing to request access should contact Neil Copsey, Assistant Principal for student experience. Telephone 0113 353 0140 or E-mail: [neil.copsey@utcleeds.co.uk](mailto:neil.copsey@utcleeds.co.uk)

### Introduction

2. RMAT is a successful educational trust, and all our students play their part in making it so. We are committed to providing a quality education for all our students this includes giving them opportunities to speak with other educational institutions and employers about opportunities open to them.
3. High quality careers education and guidance in school or Academy is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.
4. As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.
5. UTC Leeds is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. UTC Leeds is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.
6. UTC Leeds endeavours to ensure that all students are aware of all routes to higher skills and can access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

### Scope and purpose of this policy and who it applies to

7. This policy statement sets out the Academy's arrangements for managing the access of providers to students at the Academy for the purposes of giving them information about the provider's education or training offer. This complies with the Academy's legal obligations under [Section 42B of the Education Act 1997](#).
8. This policy is aimed at ensuring all students in Years 8 to 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 evenings, assemblies and group discussions and taster events.

- To understand how to make applications for the full range of academic and technical courses.

### **Publication of this Policy**

9. This policy will be available on the RMAT and Academy websites and be available to all Parents, Carers, Students, Members of the public, Staff, Members, Trustees and Local Review Board Members.
10. Following any review of the policy resulting in an updated version being adopted by the RMAT Board, staff will be advised by email/alert where they may access it and advised as to whether they are required provide confirmation that they have read the document via SharePoint.
11. Guidance on any aspect of this policy can be obtained from the Assistant Principal for student experience whose email address is [neil.copsey@utcleeds.co.uk](mailto:neil.copsey@utcleeds.co.uk).

### **Responsibility for this Policy**

12. The RMAT Board has overall responsibility for the effective operation of this policy and for ensuring effective compliance. The RMAT Board has delegated day to day responsibility for operating the policy to the RMAT Executive, the Local Review Boards, and the Principal at each Academy.

### **Aims of this Policy**

13. UTC Leeds policy for Access to other education and training providers has the following aims:
  - To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.
  - To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.
  - To reduce drop out from courses and avoid the risk of students becoming NEET (Young people not in education, employment or training).

### **Management of provider access requests**

#### **Procedure**

14. A provider wishing to request access should contact Neil Copsey, Assistant Principal for student experience. Telephone 0113 353 0140 or E-mail: [neil.copsey@utcleeds.co.uk](mailto:neil.copsey@utcleeds.co.uk)

#### **Opportunities for access**

15. Several events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents – please see Annual Calendar of Events.
16. Please speak to our named Careers Leader to identify the most suitable opportunity for you. The Academy's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website [www.resiliencemat.uk](http://www.resiliencemat.uk)

**Premises and facilities**

17. The Academy will make the Lecture theatre, classrooms, or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. We will also make available Audio Visual and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Leader who will distribute the relevant information to students.
18. The Academy will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

**Person Responsible:** Neil Copsey (Assistant Principal)

**Table 1- Annual Calendar of Events**

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 10</b>	Careers integrated into subject time. Attendance to the Leeds Digital Careers Fair. Attendance to the Leeds Creative Skills Festival. Introduction to Unifrog. UTC Leeds Careers Fair which includes Post 16-providers & Universities Employer partner trips and visits Leeds Manufacturing Festival Events	Careers integrated into subject time. Attendance to the Leeds Apprenticeship Fair UTC Leeds Interview Day Employer partner trips and visits Leeds Manufacturing Festival Events	Careers integrated into subject time. CV writing workshops Employer partner trips and visits Leeds Manufacturing Festival Events
<b>Year 11</b>	Careers integrated into subject time. Attendance to the Leeds Digital Careers Fair. Attendance to the Leeds Creative Skills Festival. UTC Leeds Careers Fair which includes Post 16-providers & Universities Employer partner trips and visits Leeds Manufacturing Festival Events CV Writing sessions. Unifrog assemblies Introduction to C&K Careers assembly Careers guidance interviews.	Careers integrated into subject time. Attendance to the Leeds Apprenticeship Fair UTC Leeds Interview Day Employer partner trips and visits Leeds Manufacturing Festival Events CV and application intervention during form time for individuals who have not yet applied. Post 16 provider open days signposted through Teams. Careers guidance interviews.	Careers guidance interviews. Group sessions with C&K dependant on cohort

	Autumn Term	Spring Term	Summer Term
	Assemblies with apprentice providers Signposted guidance to further education open days and apprenticeship opportunities.		
<b>Year 12</b>	Careers integrated into subject time. Attendance to the Leeds Digital Careers Fair. Attendance to the Leeds Creative Skills Festival. Introduction to Unifrog. UTC Leeds Careers Fair which includes Post 16-providers & Universities. Employer partner trips and visits. Leeds Manufacturing Festival Events. Unifrog University Fair.	Careers integrated into subject time. Attendance to the Leeds Apprenticeship Fair. UTC Leeds Interview Day. Employer partner trips and visits. Leeds Manufacturing Festival Events.	Careers integrated into subject time. CV writing workshops. Employer partner trips and visits. Leeds Manufacturing Festival Events. International work experience. Experience of the workplace. Introduction to UCAS. Personal statement writing masterclasses. CV writing masterclasses
<b>Year 13</b>	Careers integrated into subject time. Careers guidance interviews. Attendance to the Leeds Digital Careers Fair. Attendance to the Leeds Creative Skills Festival. Introduction to Unifrog. UTC Leeds Careers Fair which includes Post 16-providers & Universities. Employer partner trips and visits. Personal statement writing masterclasses. CV writing masterclasses. Personal statement writing masterclasses. Leeds Manufacturing Festival Events. Professional Skills sessions to support positive destinations. Unifrog University Fair.	Careers integrated into subject time. Careers guidance interviews. Attendance to the Leeds Apprenticeship Fair. UTC Leeds Interview Day. Employer partner trips and visits. Leeds Manufacturing Festival Events. Professional Skills sessions to support positive destinations.	Careers guidance interviews. Group sessions with C&K dependant on cohort. Professional Skills sessions to support positive destinations.

**Monitoring**

19. The Assistant Principal for Student Experience will monitor the implementation and effectiveness of the policy. They will monitor the relevant legislation, guidelines and information forthcoming from the relevant statutory sources, for any recommendation or changes. There will be a full review of the Policy by the stated review date where recommendations will be made for consideration by the RMAT Board.

## **Appendix 1 – Providers and destinations of previous students.**

### **Providers who have been invited into UTC Leeds to date include:**

- University of Leeds
- University of Bradford
- Leeds Beckett University
- Huddersfield University
- Leeds City College
- Leeds Building College
- Elliot Hudson College
- Notre Dame Sixth Form College
- Appris

### **Destinations of previous students from UTC Leeds include:**

- University of Leeds
- University College London
- University of Durham
- University of Southampton
- Sheffield University
- Nottingham University
- Huddersfield University
- Bradford University
- Leeds Beckett University
- Leeds City College
- Leeds Building College
- Elliot Hudson College
- Notre Dame Sixth Form College
- Appris
- OneSubSea
- Leeds Welding Company
- Sulzer Pumps
- Sellafield
- MoD
- Schneider
- RAF
- Navy
- Actionplas
- Audi
- Parallax
- Mercedes-AMG High Performance Powertrains
- Atkins Realis

## **Appendix 2 - Equality Impact Assessment**

### **Equality, Diversity, Cohesion, and Integration Screening**

**Policy Title:** Access Provider Policy

**Policy Owner:** RMAT

**Date of Assessment:** September 2025

**Assessed by:** COO

**Next Review Date:** September 2026

#### **Purpose of the Policy:**

To outline the arrangements for managing access of education and training providers to students, ensuring compliance with the Provider Access Legislation, and promoting impartial, inclusive careers education.

#### **Groups Affected:**

- Students
- Parents/Carers
- Staff
- External Providers

#### **Protected Characteristics Considered:**

- Age
- Disability
- Gender Reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation

**Potential Impacts:**

**Positive Impacts:**

- Promotes equal access to information about all post-16 and post-18 pathways.
- Supports informed decision-making for students from all backgrounds.
- Encourages participation from a wide range of providers.
- Aligns with statutory duties to act impartially and inclusively.

**Negative or Unequal Impacts:**

- Risk of underrepresentation of certain groups in provider engagement.
- Potential barriers for students with SEND or EAL in accessing provider information.
- Inconsistent delivery of access opportunities across year groups.

**Mitigation Actions:**

- Ensure provider events are accessible to all students, including those with SEND.
- Offer translated or simplified materials where needed.
- Monitor participation in provider events by demographic group.
- Provide staff training on inclusive careers guidance.
- Embed impartiality and equality in all provider engagement processes.

**Monitoring and Review:**

- Assistant Principal for Student Experience to monitor implementation.
- Annual review of provider access data and student feedback.
- Adjustments made based on findings to ensure equity and compliance.