

**ST BENEDICT'S CATHOLIC HIGH SCHOOL**  
**incorporating**  
**WEST CUMBRIA CATHOLIC SIXTH FORM CENTRE**



**PROVIDER ACCESS POLICY**

**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.

The January 2018 "Careers guidance and access for education and training providers" statutory guidance states:

*"...This statutory guidance has been updated to expand on the aim set out in the strategy to make sure that all young people in secondary school get a programme of advice and guidance that is stable, structured and delivered by individuals with the right skills and experience." (Page 5 – Main points – first bullet point)*

*Schools and academies have an "...existing duty to secure independent careers guidance and the new duty to provide opportunities to a range of providers of technical education and apprenticeships to access pupils to inform them about technical education qualifications or apprenticeships." (Page 5 – Main points – second bullet point)*

**The statutory duties:**

*Paragraph 2 - "The governing body must ensure that the independent careers guidance provided:*

- is presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option;*
- includes information on the range of education or training options, including apprenticeships and technical education routes;*
- is guidance that the person giving it considers will promote the best interests of the pupils to whom it is given."*

*Paragraph 3 - “The Technical and Further Education Act 2017 inserts section 42B into the Education Act 1997 and came into force on 2 January 2018. This new law requires the proprietor of all schools and academies to ensure that there is an opportunity for a range of education and training providers to access all pupils in year 8 to year 13 for the purpose of informing them about approved technical education qualifications or apprenticeships.”*

*Paragraph 61 - “In practice this will mean every school allowing each provider access to all pupils in years 8 to 13 to inform them about the varied careers options open to them and courses and qualifications they offer and what each option entails.”*

*Paragraph 62 - The school must ensure that there are opportunities<sup>44</sup> for providers of approved technical education qualifications and apprenticeships to visit the school to speak to all pupils in years 8 to 13. We would expect the opportunities to include<sup>45</sup> a visit from a Studio School to inform key stage 4 choices; a visit from a University Technical College to inform key stage 4 and key stage 5 choices; and visits from a range of providers of apprenticeships and technical options, including an FE college to inform key stage 4, key stage 5 and post-18 choices.*

## **STUDENT ENTITLEMENT**

All students in years 8-13 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.

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<sup>44</sup> ‘Schools are not required to accept every request from a provider to visit but must demonstrate, through their policy statement on provider access, that a number of opportunities are available to all pupils in each year group from years 8 to 13.

<sup>45</sup> Except where there is no such provider in the area that pupils could reasonably be expected to consider attending in future, due to the travelling distance involved

## Management of provider access requests

### Procedure

A provider wishing to request access should contact

**Telephone: 01946 692275**

**Email: [admin@st-benedicts.cumbria.sch.uk](mailto:admin@st-benedicts.cumbria.sch.uk)**

### Opportunities for access

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 8</b>	Assembly available to UTC/ other providers Leaflet distribution opportunity for providers (to be provided to school in sets of 30 for distribution)	Y8 Progress review evening – stand/ table for info available	
<b>Year 9</b>	IAG parent’s evening Leaflet distribution opportunity for providers (to be provided to school in sets of 30 for distribution)	Options evening – stand/ table available WOW day – speed-dating event with providers/ employers	
<b>Year 10</b>	Assembly available to UTC/ other providers	Y10 Progress review evening – stand/ table for info available	
<b>Year 11</b>	Post – 16 event – stand/ table available  Leaflet distribution opportunity for providers (to be provided to school in sets of 30 for distribution)	Y11 Progress review evening – stand/ table for info available Small group sessions by prior arrangement: future education, training and employment options	

	Autumn Term	Spring Term	Summer Term
<b>Year 12</b>		Y12 Progress review evening – stand/ table for info available	
<b>Year 13</b>	Y13 Progress review evening – stand/ table for info available		

Please speak to our Assistant Headteacher (CEIAG) to identify the most suitable opportunity for you. Please note that the school has decided not to allow provider access during the summer term as this is a crucial time for our students in terms of assessments and public examinations.

The provider will give assurance, in accordance with the guidance, that they are attending for “*the purpose of informing students about approved technical education qualifications or apprenticeships*” together with the associated pathways and not to promote their institution for the purposes of recruiting students from the school.

#### **Grounds for granting / refusing access**

Any requests for access must be made in accordance with this procedure, and will be discussed by the Senior Leadership Team. A decision to grant or refuse access will be made after assessing the impact on learning for a particular group of students and how the providers’ information will complement the existing provision for CEIAG. If a decision to refuse access is made the provider will be informed at the earliest possible opportunity and be offered feedback.

#### **Premises and facilities**


The school will make the main hall, classrooms or private 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. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

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 students at lunch and break times.

## **WORKLOAD IMPACT ASSESSMENT CHECKLIST**

- The school will produce an annual directed time calendar to monitor workload and working hours.
- This policy is consistent with teachers' contractual entitlements.
- This policy and its related procedures were introduced following full and proper consultation.
- This policy has specific regard in relation to workload impact; It has not added additional hours of working and does not duplicate any other existing policies.
- This policy has a two-year shelf life.
- This policy will not result in any additional meetings / activities.
- All staff have had proper training and support to ensure they are able to carry out the contents of this policy without additional burden.

Issued on behalf of the Governing Body by:-



Chair of Governors

Reviewed: February 2018

To be reviewed: February 2020