



Lancaster
High School

Ambition • Kindness • Service

Provider Access Policy

2025-26



THE BAY
LEARNING TRUST



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Lancaster High School 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.

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.

Management of provider access requests

A provider wishing to request access should contact:

Alicia Louth, Careers Advisor

Telephone: 01524 32636

Email:

alouth@lancasterhigh.lancs.sch.uk

or

Joanne Lilley, Assistant Headteacher Personal

Development (Careers Leader) Telephone 01524 32636

Email: jlilley@lancasterhigh.lancs.sch.uk

Provision for access to education and training providers.

Through the Skills and Post-16 Education Act 2022 further provision as to the number of provider encounters that schools must offer and when, and new parameters around the duration and content of each encounter have been set .

All maintained schools and academies must provide six encounters with a provider of technical education or apprenticeships for year 8 to 13 pupils. These are timed to inform Key Stage Four, post-16 and post-18 options and progression to the next stage of education or training.

As a minimum, schools must offer:

- Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend, to take place any time during year 8 or between 1 September and 28 February during year 9.
- Two encounters for mandatory for all pupils to attend, to take place any time during year 10 or between 1 September and 28 February during year 11.
- Two encounters for pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend, to take place any time during year 12 or between 1 September and 28 February during year 13.
- pupils during the 'second key phase' (year 10 or 11) that

As an 11 – 16 school we plan these encounters as follows:

First 'key phase' – Year 8 and 9	Visiting speaker from Lancaster and Morecambe college – information regarding a range of post 16 opportunities including T-Levels, Level 3 Vocational Courses and Apprenticeships. Visiting speaker from Ask Apprenticeships BAE Roadshow
Second 'key phase' Year 10 and 11	Visiting speakers from: Ripley Sixth Form Kendal College Lancaster and Morecambe College Ask Apprenticeships EDF Energy These speakers provide information regarding a range of post 16 opportunities including A-Levels, T-Levels, Level 3 Vocational Courses and Apprenticeships.

Further 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:

Year 7	National Apprenticeship Week and National Careers Week, Spring Term Opportunities in Assemblies for Apprenticeship, Further Education and Higher Education providers
Year 8	National Apprenticeship Week and National Careers Week, Spring Term Opportunities in Assemblies for Apprenticeship, Further Education and Higher Education providers
Year 9	National Apprenticeship Week and National Careers Week, Spring Term Options Evening, Spring Term Opportunities in Assemblies for Apprenticeship, Further Education and Higher Education providers
Year 10	National Apprenticeship Week and National Careers Week, Spring Term Year Ten information evenings for parents, termly Opportunities in Assemblies for Apprenticeship, Further Education and Higher Education providers
Year 11	National Apprenticeship Week and National Careers Week, Spring Term Year Eleven information evenings for parents, termly Opportunities in Assemblies for Apprenticeship, Further Education and Higher Education providers

Please speak to our CEIAG and Business Partnership Development Officer to identify the most suitable opportunity for you. If face-to-face encounters are not practical a live on-line encounter may be arranged.

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 try to 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 for the Careers Resource Centre. The Resource Centre is available to all students at lunch and break times.

Safeguarding

Visitors to school will work in collaboration with the school to effectively safeguard pupils and adhere to local safeguarding arrangements. Staff and volunteers running careers activities are aware of their safeguarding responsibilities and promote the welfare of pupils. Further information regarding safeguarding is available in the school Child Protection and Safeguarding Policy.

How the school will work with each visiting provider

Each provider will liaise with our CEIAG and Business Partnership Development Officer or the Careers Leader about their requirements for the visit.

Visitors will be expected to provide any presentations to the school at least 48 hours in advance of the visit as no USB devices can be used in school.

Visitors are expected to present to the whole year group/key phase in the first instance, however we can arrange for an additional visit for those pupils who require further information.

Providers who have previously been invited into school

Ask Apprenticeships

JTL Training Services

Kendal College

Lancaster and Morecambe College

Lancaster Training Services

Myerscough College

Preston College

QE Studio School

Destinations of previous pupils

Over the last three year pupils from Lancaster High School have gone onto access education and training with the following providers.

Cardinal Newman College

Kendal College

Lancaster and Morecambe College

Lancaster Girls Grammar School

Lancaster Royal Grammar School

Myerscough College

Our Lady's Catholic College

Preston College

Ripley St. Thomas Sixth Form

Complaints Procedure

Should a provider not be granted access to speak to pupils at Lancaster High School and is not satisfied with the reasons provided they should refer to the Bay Learning Trust Complaints Policy.