



Lancaster
High School

Ambition • Kindness • Service

Provider Access Policy

2026 - 2027



Document Control

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Date of next review	July 2027
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Owner	Lancaster High School
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Introduction

This policy statement sets out Lancaster High School's arrangements for managing the access of education and training providers to pupils for the purpose of giving them information about approved technical education qualifications and apprenticeships.

This complies with the school's legal obligations under Section 42B of the Education Act 1997, as amended by the Baker Clause and subsequent Provider Access Legislation (PAL).

Pupil entitlement

- All pupils in Years 8 to 11 are entitled to:
- Find out about technical education qualifications and apprenticeship opportunities as part of a careers programme which provides information on the full range of education and training options available at each transition point.
- Hear from a range of local and national providers about the opportunities they offer, including T Levels, apprenticeships, vocational qualifications and other technical education routes.
- Understand how to make applications for the full range of academic and technical courses available to them after Key Stage 4.
- Receive impartial careers guidance that promotes all progression pathways equally and supports informed decision-making.

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.

- Schools are required to provide opportunities for a range of education and training providers to access pupils to inform them about approved technical education qualifications and apprenticeships.
- The Provider Access Legislation requires schools to provide at least six encounters with approved providers of technical education or apprenticeships during a young person's secondary education. These encounters are designed to support informed choices at key transition points.
- As Lancaster High School is an 11 to 16 school, we are required to provide:
- **First Key Phase (Years 8 and 9)**
 - Two encounters that are mandatory for all pupils to attend:
 - Any time during Year 8; or
 - Between 1 September and 28 February during Year 9.
- **Second Key Phase (Years 10 and 11)**
 - Two encounters that are mandatory for all pupils to attend:
 - Any time during Year 10; or
 - Between 1 September and 28 February during Year 11.
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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.