



**ST. PETER'S CATHOLIC HIGH SCHOOL**

# Provider Access Policy

**Author:** Mrs C Welch

**SLT Approved :** Yes

**Date adopted by Governors:** June 2021

**Date of next review:** June 2024

**Signed:**

**Chair of Governors**

## Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purposes 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.

## Student entitlement

Students 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 evenings, 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

### Procedure

A provider wishing to request access should contact *Mrs C Welch, Head of PSHE & Citizenship and CEIAG* or *Mrs N Maloney, Futures Coordinator*.

Telephone: 01942 747693; Email: [welhc@saintpetershigh.wigan.sch.uk](mailto:welhc@saintpetershigh.wigan.sch.uk) / [maloneyn@saintpetershigh.wigan.sch.uk](mailto:maloneyn@saintpetershigh.wigan.sch.uk)

The School reserves the right to accept or refuse Providers requests based on the details within the request. Providers will be notified of the School's decision to accept or refuse requests. If a request is accepted, Providers will be contacted by a member of the Careers Department to obtain further details.

### 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:

|        | Autumn Term            | Spring Term            | Summer Term   |
|--------|------------------------|------------------------|---|
| Year 8 | Lunchtime Careers Cafe | Lunchtime Careers Cafe | Lunchtime Careers Café<br><br>Thinking Ahead and Planning your Future |

|                | Autumn Term   | Spring Term                                    | Summer Term  |
|----------------|---|--|--|
|                |   |  | PSHE Lesson time.  |
| <b>Year 9</b>  | Lunchtime Careers Café<br><br>'World of work' and 'Choices for years 10 and 11' PSHE lesson time.                                   | Lunchtime Careers Café<br><br>Parents' Evening | Lunchtime Careers Café   |
| <b>Year 10</b> | Lunchtime Careers Café<br><br>Parents' Evening  | Lunchtime Careers Café                         | Lunchtime Careers Café<br><br>Thinking Ahead PSHE lesson time. |
| <b>Year 11</b> | Lunchtime Careers Café<br><br>Post 16 Careers Fair<br><br>Assemblies offered throughout first term for all local post 16 providers. | Lunchtime Careers Café<br><br>Parents' Evening | Lunchtime Careers Café   |

Please speak to our named Head of CEIAG to identify the most suitable opportunity for you.

The school policy on safeguarding [\[link\]](#) sets out the school's approach to allowing providers into school as visitors to talk to our students.

## Premises and facilities

The school will make the Drama Theatre/Lecture Theatre, 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 in the Careers Section of our LRC, which is managed by the Future's Coordinator. The LRC is available to all students at lunch and break times.