

St Katherine's School



Baker Clause

Policy Statement on Provider Access

Next Review: February 2024

**Signed : Justin Humphreys
Headteacher**

Dated : February 2023

**Signed: William Harding
Chair of Governors**

Dated : February 2023

St Katherines School: Provider Access Policy

1. Introduction

1.1 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.

2. Pupil entitlement

2.1 All pupils 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.

3. Management of provider access requests

3.1 Procedure

A provider wishing to request access should contact Sara Gardiner, Careers Leader, 01275 373 3737. gardiners@skdrive.org

3.2 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:

	Autumn Term	Spring Term	Summer Term
Year 8	<ul style="list-style-type: none">• Guest speakers in PHSE/Tutor Program• Whole School Careers Fair	<ul style="list-style-type: none">• Employer Encounters• Career insights• Guest speakers in PHSE/tutor program	<ul style="list-style-type: none">• Employer Encounters
Year 9	<ul style="list-style-type: none">• Whole School Careers Fair	<ul style="list-style-type: none">• Guest speakers in PHSE/tutor program	<ul style="list-style-type: none">• Employer Encounters

		<ul style="list-style-type: none"> • Year 9 options evening • Introduction to University/apprenticeships 	
Year 10	<ol style="list-style-type: none"> 1. Employee Encounters/career insights in enrichment program throughout the whole academic year. 2. Whole School Careers Fair 3. Skills Workshops 4. Encounters with FE, HE, Apprenticeship providers 5. CV writing workshops 		<ol style="list-style-type: none"> 1. Work Experience
Year 11	<ul style="list-style-type: none"> • Guest Speaker in Assembly • Guest speakers in PHSE/tutor program • Understanding 6th form and college options post 16 • Understanding employment career pathways • Understanding about Independent Training Providers • Whole School Careers Fair • Year 11 Futures Day • Mock Interviews • Career insight sessions 	<ul style="list-style-type: none"> • Employer Encounters • Interview/CV workshops • University Talks • Apprenticeship Talks • Career insights 	<ul style="list-style-type: none"> • Employer Encounters • 6th form options evening • Step into 6th Form Day • Career insights
Year 12	<ul style="list-style-type: none"> • Post 18 Assembly/options • Employer Encounters Sessions • Whole School Careers Fair • Enrichment session opportunities • Understanding employment career pathways • Understanding about Independent Training Providers • Apprenticeship Talks and application sessions • Work experience workshops 	<ul style="list-style-type: none"> • Employer Encounters • Career insights 	<ul style="list-style-type: none"> • Work Experience • Employer Encounters • Career insights
Year 13	<ul style="list-style-type: none"> • Workshops - HE and high apprenticeship applications • UCAS applications • Post 18 Assembly in HE options • Employer Encounters • Virtual Careers Fair • Encounters with HE • Enrichment session opportunities 	<ul style="list-style-type: none"> • Virtual Careers Fair • Employer Encounters • Mock Interviews • University Visits • Personal Statement/CV writing 	<ul style="list-style-type: none"> • Virtual Work Experience • Employer Encounters

Please speak to our Careers Leader to identify the most suitable opportunity for you.

4. Premises and facilities

4.1 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.

4.2 Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre (Future's Office) which is managed by the Careers Leader. The Resource Centre is available to all students at lunch and break times.

4.3 . We welcome all visitors to the school in person to run sessions face to face. We can also facilitate sessions that run virtually over googlemeet and microsoft teams.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

Approval and review

Approved - 07 Dec 2022

Signed - Sara Gardiner Dec 2022

Next review: Dec 2023