

# St Benedicts Catholic School

## PROVIDER ACCESS POLICY STATEMENT



Current Status:		Last Reviewed:	<b>Sept 2024</b>
Responsibility for Review:	<b>SLT/Head of Careers/Head of PSHE/Governor link</b>	Next Review:	<b>Sept 2026</b>
Approval:		Originated:	<b>Jan 2023</b>

## Introduction

This policy statement sets out St. Benedict's Catholic School 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.

## Student entitlement

All pupils in years 8-13 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
- 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.

In line with our statutory requirements, the school will provide at least six encounters with providers of technical education or apprenticeships for pupils of compulsory school age during school years 8-13:

- two encounters for all pupils in the *first key phase* (year 8 or 9) – any time during Year 8 or between 1st September and 28th February during year 9
- two encounters for all pupils during the *second key phase* (year 10 or 11) - any time during year 10 or between 1st September and 28th 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 1st September and 28th February during year 13.

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider)
- answer questions from pupils.

## Meaningful Provider Encounters

We are committed to providing meaningful encounters to all our pupils, in line with the statutory guidance. One encounter is defined as one meeting or session between pupils and one provider.

Meaningful online engagement is also an option. We are open to providers that can offer live online and interactive engagement with our pupils.

## 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.

Please speak to our Deputy Headteacher/SLT Careers Lead or our Head of Careers to identify the most suitable opportunity for you.

## Management of Provider Access Requests

A provider wishing to request access should contact Sam Tatum, Deputy Headteacher/ SLT Careers Lead, or Angela Hahn, Head of Careers:

Telephone: 01284 753512

Email: [statum@st-benedicts.suffolk.sch.uk](mailto:statum@st-benedicts.suffolk.sch.uk) or [ahahn@st-benedicts.suffolk.sch.uk](mailto:ahahn@st-benedicts.suffolk.sch.uk)

## Premises and Facilities

The school will make the main hall, classrooms or meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations.

Venue and equipment requirements will 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 literature relevant to apprenticeships and technical education with the Careers Resource Centre. The Careers Resource Centre is managed by the Head of Careers and is accessible to all pupils at break and lunch times.*

## Granting and Refusing Access Requests

Our school Safeguarding Policy outlines the school's procedure for checking the identity and suitability of visitors. Education, apprenticeship and training providers will be expected to adhere to this policy, which is linked [here](#) and can be found on our website.

The school reserves the right to refuse access to any organisations that cannot meet safeguarding or Prevent requirements using the school's procedures. This right of refusal will be applied if an organisation is deemed by the school to be inappropriate to the age group they wish to have access to, or if the request is deemed unreasonable due to loss of curriculum time and the resultant negative impact this might have on pupils.

## Complaints

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with the Careers and Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)