



## St Paul's Catholic School: Provider Access Policy

### Introduction

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

**For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for year 8 to 9 pupils and two encounters for year 10 to 11 pupils. For pupils in year 12 to 13, particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.**

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) and answer questions from pupils.

### Meaningful provider encounters

One encounter is defined as one meeting/session between pupils and one provider. We are committed to providing meaningful encounters to all pupils using the Making it meaningful checklist - [Making it Meaningful: Benchmark 7 | CEC Resource Directory \(careersandenterprise.co.uk\)](https://careersandenterprise.co.uk/making-it-meaningful-benchmark-7)

### Previous providers

In previous terms/years we have invited many providers from the local area to speak to our pupils. These include:

- ASK Apprenticeships
- Army/Royal Navy/Royal Air Force
- Leicester College
- Loughborough College
- Nylacast

### Destinations of our pupils

Last year our year 11 pupils moved to range of providers in the local area after school which include:

- St Paul's Sixth Form
- Leicester College
- Loughborough College
- SMB Group (Brooksby College)

- WQE
- S.G Plumbing and Heating
- Addict Dance Academy
- Yans Hair Salon

Last year our year 13 pupils moved to range of providers after school including:

- Barclays
- Caterpillar
- University of Leicester
- De Montfort University
- University of Nottingham
- University of Warwick
- University of Leeds

### Management of provider access requests procedure

A provider wishing to request access should contact Mrs Zoe McDonagh, Careers Leader, email [zmcdonagh@st-pauls.leicester.sch.uk](mailto:zmcdonagh@st-pauls.leicester.sch.uk)

### Opportunities for access

The school offers the six provider encounters required by law and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers. Please speak to our Careers Leader to identify the most suitable opportunity for you.

	External excursions and opportunities	Extra-Curricular Opportunities	Enhanced curriculum learning
<b>Year 8</b>	University Experience Days  Trips and excursions linked to career opportunities	Think days focusing on character values and employability skills  PSHE learning incorporating future goal mapping and planning	Curriculum related learning through careers week
<b>Year 9</b>	University Experience Days  Targeted group support to improve aspiration and motivation for success.  Trips and excursions linked to career opportunities	Think days focusing on character values and employability skills  Vocations panel  PSHE learning incorporating future goal mapping and planning  Virtual Work Experience Opportunities	Curriculum related learning through careers week
<b>Year 10</b>	University Experience Days Trips and excursions linked to career opportunities	Think days focusing on character values and employability skills	Curriculum related learning through careers week

	<p>WOW week including: Employability Skills, Apprenticeship Skills, Dragons Den, Speed Networking, Team Building and Leadership</p>	<p>Mock interview experience PSHE learning incorporating future goal mapping and planning</p> <p>Apprenticeship Assembly and Workshops</p> <p>Virtual Work Experience Opportunities</p>	
<b>Year 11</b>	<p>University Experience Days</p> <p>Trips and excursions linked to career opportunities Progression</p> <p>HE, Apprenticeship and Careers Fair</p>	<p>Think days focusing on character values and employability skills</p> <p>6th form Taster Day/preparing for interviews</p> <p>PSHE learning incorporating future goal mapping and planning</p> <p>One to one interviews/advisory sessions.</p> <p>Positive Steps@16 (PS16) application process</p> <p>Apprenticeship Assembly and Workshops</p> <p>Virtual Work Experience Opportunities</p>	Curriculum related learning through careers week
<b>Year 12</b>	<p>University trips and experiences</p> <p>HE and Apprenticeship Fairs</p> <p>Work experience</p>	<p>PSHE learning incorporating future goal mapping and planning</p> <p>UCAS preparation</p> <p>Apprenticeship Assembly and Workshops</p> <p>Virtual Work Experience Opportunities</p>	Curriculum related learning through careers week

<b>Year 13</b>		PSHE learning incorporating future goal mapping and planning  One to one interviews/advisory sessions  UCAS application process  Apprenticeship Assembly and Workshops  Virtual Work Experience Opportunities	Curriculum related learning through careers week
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### **Premises and facilities**

The school will make the main hall, classrooms, or private 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. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature, which is managed by the careers team and can be accessed in the school library and sixth form common room. The library and sixth form common room is available to all pupils at lunch and break times.

### **Complaints**

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

**Date of next review – June 2025**