



Introduction

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, as amended by the Technical and Further Education Act 2017.

Student 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.

Management of provider access requests

Procedure

Any provider wishing to request access should contact the following member of staff:

Danielle Lague

Director of Student Support

Admin@st-marys.newcastle.sch.uk

0191 2153260

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 or their parents or carers:

Year	Autumn Term	Spring Term	Summer Term
Year 8		<ul style="list-style-type: none"> • National Career's Week (March) • National Apprenticeship Week (Feb) • Careers programme lessons 	
Year 9	<ul style="list-style-type: none"> • Careers programme lessons 	<ul style="list-style-type: none"> • National Career's Week (March) • National Apprenticeship Week (Feb) 	
Year 10		<ul style="list-style-type: none"> • 10/11 Careers Fair • National Career's Week (March) • National Apprenticeship Week (Feb) • Careers programme lessons 	
Year 11	<ul style="list-style-type: none"> • Sixth Form Open Evening • Meetings with career adviser 	<ul style="list-style-type: none"> • 10/11 Careers Fair • National Career's Week (March) • National Apprenticeship Week (Feb) • Meetings with career adviser • Careers programme lessons 	<ul style="list-style-type: none"> • Sixth Form transition • Confirmation of Post-16 destinations • Meetings with career adviser

Year 12	<ul style="list-style-type: none"> • Career presentations • Careers programme lessons 	<ul style="list-style-type: none"> • 12/13 Careers Fair • National Career's Week (March) • National Apprenticeship Week (Feb) • Career presentations • Interview preparation 	<ul style="list-style-type: none"> • Career presentations • Careers programme lessons • Interview preparation
Year 13	<ul style="list-style-type: none"> • Career presentations • Careers programme lessons • Interview preparation 	<ul style="list-style-type: none"> • 12/13 Careers Fair • National Career's Week (March) • National Apprenticeship Week (Feb) • Career presentations • Careers programme lessons 	<ul style="list-style-type: none"> • Confirmation of Post-18 destinations • Career presentations • Careers programme lessons

Students in Years 7 to 11 follow a Careers programme in Pastoral Programme lessons which allows them to develop personal skills and qualities, explore different career and further education routes and opportunities, gain knowledge of different career options and prepare themselves for the world of work or further education.

Year 12 and 13 follow a detailed Careers programme that covers opportunities for Apprenticeships, University, Employment, Further Education and Degree Apprenticeships.

The school calendar varies from year to year so providers need to contact the member of staff named above to identify the most suitable opportunity.

The events are usually arranged well in advance so it is essential that providers contact us early in the academic year to be involved in our planning.

Providers will be expected to meet the school's safeguarding requirements which can be found in the Safeguarding Policy Statement accessible on the school website.

A number of events are integrated into the school careers programme which would potentially offer providers an opportunity to come into school to speak to students and/or their parents.

Premises and facilities

Access to appropriate rooms and facilities will be discussed and agreed in advance of the visit.

Providers are welcome to provide relevant brochures and other printed material specifically related to technical courses, career opportunities and apprenticeships. These will be made available to students in Careers section of the school Library and Sixth Form Library.