

# **St Patrick's Catholic College: Provider Access Policy**

## **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 Mr James Davenport, Assistant headteacher

Telephone: 01642 613327 Email: [davenport.j@stpatricks.npcat.org.uk](mailto:davenport.j@stpatricks.npcat.org.uk)

## **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 and students will also be offered off site opportunities.

Whilst not an exhaustive list, these opportunities include:

- Access to whole year groups via assembly, eg: Build My Skills Programme run by the ESH group and Apprenticeship Information by ASK.
- Access to individual tutor groups or smaller groups of students during registration, lesson time, lunch and after school.
- Access to particular subject lesson time, eg: STEM activities in science and technology lessons.
- Parents evenings from Year 7 – 11. Marketplaces have taken place on several occasions through this option.

- Year 11 revision and information evenings. Marketplaces have again taken place during these events.
- Our students regularly visit the premises of further providers and employers through pre-arranged visits.

The school's Careers Curriculum can be seen below and is delivered through the PSHCE programme and is supplemented through additional activities during form time.

Year	Core Knowledge	Key Vocabulary
<b>Year 7</b>	<b>Careers- Job sector explosion</b> <ul style="list-style-type: none"> <li>• About Labour market information (LMI) and the range of roles in different job sectors.</li> <li>• What skills and qualities are and identifying your own skills and qualities in relation to your dream job.</li> <li>• What motivates you to go to work?</li> </ul>	<ul style="list-style-type: none"> <li>• Labour market information</li> <li>• Job sector</li> <li>• Skill</li> <li>• Quality</li> <li>• Business ambassador</li> <li>• Career Progression</li> </ul>
<b>Year 8</b>	<b>Careers</b> <ul style="list-style-type: none"> <li>• About Employment contracts and employability skills.</li> <li>• About the importance of my own online appearance/profile and digital footprint.</li> <li>• About volunteering and the benefits, it can bring.</li> </ul>	<ul style="list-style-type: none"> <li>• Employment</li> <li>• Contract</li> <li>• Employability</li> <li>• Online profile</li> <li>• Digital Footprint</li> <li>• Volunteering</li> </ul>
<b>Year 9</b>	<b>Careers</b> <ul style="list-style-type: none"> <li>• How to choose your GCSE Options and how to make the best decisions.</li> <li>• Different courses available when leaving School, including where St Patrick's students move onto when leaving us.</li> <li>• Different apprenticeship options when leaving School and how to start your own business.</li> </ul>	<ul style="list-style-type: none"> <li>• A Levels</li> <li>• T Levels</li> <li>• Entrepreneur</li> <li>• Career</li> <li>• Progression</li> <li>• Post 16</li> <li>• Destinations</li> <li>• Qualification</li> <li>• Decision</li> </ul>
<b>Year 10</b>	<b>Careers</b> <ul style="list-style-type: none"> <li>• About CV's and their importance, including the use of digital CV's and their benefits in job recruitment.</li> <li>• Covering letters, their purpose, how to structure one and what information to include.</li> <li>• Different interview methods and strategies to prepare for them in order to be successful.</li> </ul>	<b>Careers</b> <ul style="list-style-type: none"> <li>• LinkedIn</li> <li>• Recruitment</li> <li>• Digital CV</li> <li>• Curriculum Vitae</li> <li>• Interview</li> <li>• Online</li> <li>• Application</li> </ul>

<b>Year 11</b>	<ul style="list-style-type: none"> <li>• To compare Post 16 Providers of education and training based on their suitability for your career path.</li> <li>• To evaluate the suitability of Post 16 Providers based on your needs.</li> <li>• About the importance of a Plan A, Plan B and Plan C when future planning.</li> </ul>	<ul style="list-style-type: none"> <li>• Application</li> <li>• College</li> <li>• Training provider</li> <li>• Apprenticeship</li> <li>• Career Path</li> <li>• Careers Interview</li> </ul>
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Please speak to our named Careers Leader to identify the most suitable opportunity for you or to discuss potential site visits.

The school policy on safeguarding, found on the school website, 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 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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre.

## **Approval and review**

Approved: September 2020

Next review: September 2021