



Provider Access Legislation

St. John's Catholic Comprehensive School



*Excellence for All
Service to Others
Inspired by Christ*

***Policy adopted by the Full Governing Body
Owner: JM
Quality Assured: DW***

Date: September 2023

Review Date: September 2024

St John's Catholic Comprehensive 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 7 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 pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11). For pupils in the 'third key phase' (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)
- 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](#).

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

Previous providers

In previous terms/years we have invited the following providers from the local area to speak to our pupils:

<i>North Kent College</i>	<i>University of Kent</i>
<i>Canterbury Christchurch University</i>	<i>NHS</i>
<i>Youth Construction Trust</i>	<i>KPMG</i>
<i>Logicor</i>	<i>Gallagher Group</i>
<i>Kent & Medway Medical School</i>	<i>University of Greenwich</i>
<i>Queen Mary University of London</i>	<i>Coventry University</i>
<i>University of Southampton</i>	<i>City University of London</i>
<i>Ebbsfleet Development Corporation</i>	<i>University of Suffolk</i>
<i>Balfour Beatty</i>	

Destinations of our pupils

Last year our year 11 pupils moved to range of providers both locally and wider after school:

Destination	Number of Students (191)	%
Sixth Form (St Johns or Other)	153	80%
Further Education (College)	24	13%
Apprenticeship/Vocational	6	3%
Other	8	4%

Last year our year 13 pupils moved to range of providers both locally and nationally after school:

Destination	Number of Students (144)	%
Higher Education (University)	98	68%
Further Education (College)	5	3%
Apprenticeship/Vocational	19	13%
Employment	21	15%

Other	1	1%
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Management of provider access requests – Procedure

A provider wishing to request access should contact

Julie Murray, Careers Coordinator, stjcareers@stj.kent.sch.uk – 01474 563718

Opportunities for access

As part of the development of our careers programme, St John's will offer the six provider encounters required by law from September 2023. This offer sits alongside a number of additional events which are integrated into the school careers programme.

	Autumn Term (Term 1&2)	Spring Term (Term 3&4)	Summer Term (Term 5&6)
Year 7	Introduction to STJ Careers & Unifrog		Employer event for students. Assembly by local business.
Year 8	Event for University/Technical College	KS4 – subject options (for study in Year 9&10) Apprenticeship & vocational qualification providers attending to give presentations to pupils – Careers Advisor available for parent/student	Employer event for pupils, overview of local, regional and national opportunities and skills requirements
Year 9	Access to drop-in with careers adviser	KS4 – subject options (for study in Year 10&11) Apprenticeship & vocational qualification providers attending to give presentations to pupils – Careers Advisor available for parent/student	<i>No planned encounters – legislation requires encounters to take place by 28 February if in year 9</i>
Year 10	Post 16 technical education options assembly with FE College	Technical/vocational tasters at local college Access to lunchtime drop-in sessions for support with WEX applications & CVs CCU – Inspiring Minds Project	Work experience window 1-2-1 Guidance meetings
Year 11	Post 16 technical education options assembly with FE College Post 16 provider open evenings	Post 16 provider open evenings. Post 16 interviews Access to lunchtime drop-in sessions for support with	<i>No planned encounters – legislation requires encounters to take place by 28 February if in year 11</i>

	Post 16 apprenticeships assembly 1-2-1 Guidance meetings continue Post 16 applications Access to lunchtime drop-in sessions for support with Post-16 applications, CVs etc.	Post-16 applications, CVs etc. (finish end Term 4)	Confirmation of post-16 education and training destinations for all pupils
Year 12	PHSE curriculum begins: covering future education, training and employment options. Skills London - November	Higher Education encounter with a number of HE providers – UCAS Fair Meetings with careers adviser	Work experience window
Year 13	Higher Education encounter with a number of HE providers – UCAS Post 18 Assembly with higher/degree apprenticeship provider Support workshops for higher education, higher/degree apprenticeship applications Meetings with careers adviser Apprenticeship & Employer Fair - October Skills London - November	Meetings with careers adviser	<i>No planned encounters – legislation requires encounters to take place by 28 February if in year 13</i> Confirmation of post-18 education or training destinations for all pupils

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 with the Careers Coordinator which will be available to students in the Resources Centre in school. This facility is available to all pupils during their allocated lunchtime drop-in sessions.

Complaints

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk.