

## **CEAIG Policy Statement on Provider Access**

### ***St Catherine's College - Provider Access Policy***

#### **Introduction**

This policy statement sets out the College's arrangements for managing the access of providers to students at St Catherine's College for the purpose of giving them information about the provider's education or training offer. This complies with the College's legal obligations under the Skills and Post-16 Act 2022.

#### **Student entitlement**

St Catherine's College recognises its responsibility to guide students towards the best outcomes, enabling them to progress in education and employment while equipping employers with the highly skilled workforce they need. This means acting impartially, in line with statutory duties, and ensuring no bias towards any particular pathway, whether academic or technical.

All Students in Years 7-11 are entitled to:

- Learn about technical education qualifications and apprenticeship opportunities as part of a careers programme that provides information on the full range of education and training options available at each transition point.
- Hear from a variety of local providers about the opportunities they offer, including technical education and apprenticeships, through events such as options evenings, workshops, group discussions, and taster sessions:
  - **Years 7–9:** Two provider encounters
  - **Years 10–11:** Two provider encounters
- Understand how to apply for the full range of academic and technical courses.

This entitlement aligns with St Catherine's College's ethos and commitment to ensuring all students are well-informed about the breadth of post-16 education and career pathways.

#### **Management of provider access requests procedure**

Requests for access should be directed to Gisèle O'Connor, Careers Leader. St Catherine's College may be contacted by telephone or email:

Tel: 01323 465448

Email: [goconnor@stcatherines.college](mailto:goconnor@stcatherines.college)

### **Opportunities for access**

Several events integrated into the school's careers programme provide opportunities for providers to engage with students. These include:

Years 7 - 8: Virtual resources shared during National Apprenticeships week and National Careers Week

- Year 9 – attendance of colleges during parents/teachers' events
- Assemblies and workshops – delivered by external providers throughout the academic year
- Life skills programme focusing on Careers and personal development topics
- Where possible assemblies with alumni and Fortnightly scheduled careers activity in tutor time

### **Grounds for granting requests for access**

Access will be given for providers to attend during school assemblies, timetabled careers or life lessons, and careers or raising aspirations events that St Catherine's College arranges. Students may also travel to visit another provider as part of the trip to be organised in partnership with St Catherine's College.

### **Details of premises or facilities to be provided to a person who is given access**

St Catherine's College will provide an appropriate room or assembly hall to be agreed. All rooms have computers, projectors and screens provided. Computer rooms can also be arranged. The Careers Leader or Careers Adviser will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a member of the Careers Team who will facilitate.

### **Live/Virtual encounters**

St Catherine's College will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

A provider wishing to request access should contact:

**Gisèle O'Connor – Careers Leader**

**Telephone: 01323 465448**

**Email: - [goconnor@stcatherines.college](mailto:goconnor@stcatherines.college)**

The Careers Leader coordinates all provider requests and is responsible to his/her senior management line manager.

### **Opportunities for access**

Several events, integrated into the College Careers Programme, will offer providers an opportunity to come into the College to speak with students and/or their parents/carers.

## **Premises and facilities**

The College will make the main hall, classrooms, or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The College 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. The Careers Library is available to all students at lunch time and after school.

## **Parents and Carers**

Parental involvement is encouraged, and parents/carers may be invited to attend the events to meet the providers.

**Students** are encouraged to speak to the Careers Lead for help identifying suitable opportunities.

## **Safeguarding**

St Catherine's College safeguarding and child protection policies apply to all external providers. Providers will be expected to adhere to these policies during their interactions with students. The school is committed to ensuring that all interactions take place in a safe and supportive environment.

## **Monitoring and Review:**

The Provider Access Policy Statement is reviewed annually by the Careers Leader and the Senior Leadership Team to ensure compliance with statutory requirements and alignment with the needs of students. This statement reflects St Catherine's College's obligations under the Baker Clause and PAL, ensuring that students receive impartial and meaningful engagement with providers of technical education and apprenticeships. It also supports the school's wider careers education strategy, which adheres to the Gatsby Benchmarks.

## **Approval and review**

This policy is reviewed every two years and monitored by the Line Manager for Careers.

Approved by: Local Governing Body

Next review: January 2027