

Provider access policy statement

St. Anselm's College



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1. Aims

This policy statement aims to set out our college's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13 (see more detail in section 2.1 below).

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these pupils.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 Education Act 2022](#) and on page 43 of guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](#).

This policy shows how St. Anselm's College complies with these requirements.

2.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
 - All pupils must attend
 - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
 - All pupils must attend
 - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
 - Pupils can choose to attend
 - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

These encounters must happen for a reasonable period of time during the standard school day. Schools can continue to provide complementary experiences, but encounters outside of school hours won't count towards these requirements.

Schools must ask each provider to provide the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from pupils

Prior to contact with pupils, providers are issued with details of the groups/forms that they will be addressing. Included in that information are a list of questions that will be put to them if they are not covered in the provider's presentation.

2.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils.

1 encounter is defined as 1 meeting/session between pupils and 1 provider.

All pupils have a one-to-one meeting with an interviewer from Career Connect

Meaningful live online engagement is also an option at our school.

3. Pupil entitlement

All pupils in years 8 to 13 at St. Anselm's College are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships, e.g. through activities and events such as assemblies, scheduled outreach providers, visits to careers fairs and taster events. Details are published in on the College website in the Careers section.
- Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact Miss L Baines, Mr J McGowan, Careers Lead.

Telephone: 0151 652 1408

Email: lbaines@st-anselms.com jmcgowan@st-anselms.com

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Meet the employers carousel event		
YEAR 9	National Apprenticeships show, Liverpool Exhibition Centre	Key Stage 4 options event	No encounters – encounters must have taken place by 28 February
YEAR 10	Careers Fair at the Hive	Networking event with providers and employers	Work experience preparation sessions
YEAR 11	Post-16 provider open evenings Post-16 apprenticeships assembly Meetings with careers adviser Post-16 applications	Post-16 interviews Apprenticeships – support with applications	No encounters – encounters must have taken place by 28 February Confirmation of post-16 education and training destinations for all pupils
YEAR 12	Higher education (HE) fair Post-18 assembly – apprenticeships	Small group sessions: future education, training and employment options Meetings with careers adviser on request	Information regarding external events and Open Days Technical/vocational tasters at local college/s, training providers
YEAR 13	Post-18 assembly – with higher and degree apprenticeship providers Workshops – HE and higher apprenticeship applications	Meetings with careers adviser Assembly and small group opportunities – employability skills	No encounters – encounters must have taken place by 28 February Confirmation of post-18 education and training destinations for all pupils

Please speak to our Careers Lead to identify the most suitable opportunity for you.

4.3 Granting and refusing access

Access to pupils will be granted or refused pending evidence of authenticity of position and their suitability to attend. For example, timetabled careers lessons, Personal Development sessions, assemblies and career events. This will be done in accordance with the College Safeguarding Policy.

4.4 Safeguarding

All visitors are by pre-arrangement and appropriate checks are made with reference to safeguarding. All visitors for such events are accompanied at all times.

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

- Suitable areas within the College are planned and prepared for all available to enable providers to access pupils, e.g. rooms, specialist equipment such as audio and visual devices
- The process for organising and agreeing which facilities can be used are agreed in advance
- Providers are encouraged to leave prospectuses or other material for students to read

5. Previous providers

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

TTE

The Engineering College

Wirral Met

Birkenhead Sixth Form College

Tranmere Rovers

Vauxhall Motors

Unilever

Reaseheath College

6. Pupil destinations

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

- Refer to the College Destinations details

Last year, our year 13 pupils moved to a range of providers in the local area after school:

- Refer to the College Destinations details