

## **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 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.

**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:

- Hugh Baird College
- City of Liverpool College
- Southport College
- KGV College
- Myerscough College
- Asset Training
- LLS
- LIPA

### **Destinations of our pupils**

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

- 95.65% - Met Participation

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

#### **Procedure**

A provider wishing to request access should contact Kelly McAnally, Vice Principal/Career Lead

Telephone: 01512143434

Email: [kmcanally@mylhs.org](mailto:kmcanally@mylhs.org)

### Opportunities for access

The school offers the six provider encounters required by law (**marked in bold text**) and a number of additional events, integrated into the school careers programme. (**See table below**)

We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

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

|         | Autumn Term  | Spring Term   | Summer Term   |
|---------|--|---|---|
| Year 8  | PSHE Developing Skills and Aspirations   | Market Stall event for providers<br><br>Labour Market Information                       | Technical/Vocational tasters at local college/s, training providers   |
| Year 9  | Careers Advisor Event  | KS4 Options Event<br><br>Careers Fair Event<br><br>ASK presentation/s to students       | No encounters – legislation requires encounters to have taken place by 28 <sup>th</sup> February if in Year 9   |
| Year 10 | Work experience preparation session/s  | Technical/Vocational tasters at local college/s, training providers<br><br>Careers Fair | Technical/Vocational tasters at local college/s, training providers<br><br>PSHE Readiness for Work<br><br>Work Experience   |
| Year 11 | Post-16 provider open evenings<br><br>Post-16 Apprenticeships assembly<br><br>Meeting with Careers Advisor<br><br>Post 16 applications | Post 16 interviews<br><br>Careers Fair  | No encounters – legislation requires encounters to have taken place by 28 <sup>th</sup> February if in Year 11<br><br>Confirmation of Post - 16 education and training destinations |

### **Premises and facilities**

The school will make the main hall, avenue, classrooms or 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 at the ICC to form part of the Careers Resource Centre, which is managed by the school librarian. The Resource Centre is available to all pupils before school, after school and at lunch and break times.

### **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](mailto:provideraccess@careersandenterprise.co.uk)

### **Approval and review**

**Approved**

**Next review:**

**Signed:** [Laura McGunigal) Chair of Governors

[David Yates] Principal