



# De La Salle School

## PROVIDER ACCESS POLICY

<b>Status</b>	Internal
<b>Responsible Governors' Committee</b>	Quality of Education Committee
<b>Responsible Person</b>	P Hale
<b>Ratified Date</b>	March 2023
<b>Review Date</b>	March 2024

## Version Control

<b>Version Date</b>	<b>Changes/Comments</b>
May 2022	Agreed policy initial version
March 2023	New policy provided by St Helens Chamber to comply with Provider Access Legislation January 2023.

### **Rationale**

High quality careers education and guidance in school is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.

### **Commitment**

De La Salle is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. De La Salle is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

De La Salle endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

### **Aims**

De La Salle School's policy for access to other education and training providers has the following aims:

- To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships
- To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options
- To reduce drop out from courses and avoid the risk of students becoming NEET (young people not in education, employment or training).

### **Student Entitlement**

De La Salle fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training and apprenticeships. The school will comply with the new legal requirement to put on four encounters with providers of approved technical education qualifications or apprenticeships. Two encounters will take place in Year 8 and 9, then a further two encounters in Year 10 and 11. This will be done in assemblies and weekly PSHCE lessons, National Apprenticeship Week promotions and National Careers Week, in addition to providers attending careers events in school including Your Future Careers Fayre, Mock Interviews and Aspire 2B talks.

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.

## De La Salle School Careers Programme

Students at De La Salle are involved in a range of Careers Education, Information, Advice and Guidance (CEIAG) throughout each academic year. You will have regular CEIAG lessons during PSHCE and also have full access to all our CEIAG Resources:

- Assemblies from Aspirational Speakers, Career Connect and other external providers.
- Careers Connect –Drop-ins (lunchtimes)
- Careers Connect Portal and other on-line websites
- Advice from your subject teachers – subject career notice boards
- Designated careers base in the careers room – Prospectuses and Future Careers resources available

Year 7			
<i>Aim: Students will explore a range of careers and pathways.</i>			
	Term 1	Term 2	Term 3
Year 7 – Building	CEIAG Assembly – Introduction to Careers: Meet the careers team	National apprenticeship Week – Form time resources	Career Connect: Break and lunchtime drop in sessions
Outcome – Students will be aware of the different types of career/post 16 pathways.	Oct – BBC Bitesize Careers Tour <u>PSHCE (Nov - Dec)</u> Understanding careers and future aspirations  Future Skills Questionnaire	National Careers Week – workshops, assemblies etc.  STEAM Assembly Activity Workshop	What’s My Job Event
<b>Careers within the curriculum</b> Information, events, guest speakers, trips linked to subject areas.  <b>Careers Newsletter</b> Opportunities and information shared/discussed weekly during form time			

Year 8			
<i>Aim: Students will develop an understanding of the world of work.</i>			
	Term 1	Term 2	Term 3
Year 8 – Exploring	CEIAG Assembly	Intra School Work Shadowing Programme	Intra School Work Shadowing Programme
Outcome – Students understand genders stereotypes and how these are developed in the world of work.	<u>PSHCE (Nov-Dec)</u> Challenging career stereotypes and raising aspirations  Oct – BBC Bitesize Careers Tour	STEAM Assembly  Career Connect: Break and lunchtime drop in sessions.	Career Connect: Break and lunchtime drop in sessions
Students can identify a range of employability skills and discuss their importance.	Career Connect: Break and lunchtime drop in sessions. Mon / Tues / Thurs	National apprenticeship Week – employer talks and presentation videos  National Careers Week – workshops, assemblies etc. ‘Loudspeaker’	Edge Hill University Taster Day (waiting list)
<b>Careers within the curriculum</b> Information, events, guest speakers, trips linked to subject areas.  <b>Careers Newsletter</b> Opportunities and information shared/discussed weekly during form time.			

**Year 9**

**Aim: Students start to consider their own skills and attributes and how these link to subject areas/career pathways.**

	Term 1	Term 2	Term 3
<p>Year 9 – Discovering</p> <p>Outcome: Students can recognise their own skills and attributes and can start to assign subject choices to pathways when considering their options.</p>	<p>CEIAG Assembly</p> <p>Your Future Event</p> <p>One to-one CEIAG sessions with independent advisor - careers/options advice</p> <p>Oct – BBC Bitesize Careers Tour</p>	<p><u>PSHCE (Jan-Feb)</u></p> <p>Learning strengths, career options and goal setting as part of the GCSE options process.</p> <p>Future Skills Questionnaire</p> <p>Options Carousel – presentations by HODs to all students in Form time</p> <p>Options assembly and launch</p> <p>Assemblies: Carmel – A Levels STH College – T Levels</p> <p>Parent Options Evening: Subject presentations and marketplace.</p> <p>Parents/guardians: St.Helens Chamber, local FE/Sixth Form Colleges</p> <p>Aspire 2B Career Mornings</p> <p>National apprenticeship Week – employer talks and presentation videos</p> <p>National Careers Week – workshops, assemblies etc.</p>	<p>Discovering Careers Weeks – Bespoke employer encounters</p> <p>Career Connect: Break and lunchtime drop in sessions</p>
	<p><b>Terms 1-3</b></p> <p>Career Connect: Break and lunchtime drop in sessions Mon / Tues / Thurs</p> <p>One to-one CEIAG sessions with independent advisor -careers/options advice</p> <p><b>NAW / NCW</b></p> <p>Healthcare Science Skills Show - <b>March</b> Knowsley College in partnership with STH and Knowsley NHS</p>		
	<p><b>Careers within the curriculum</b></p> <p>Information, events, guest speakers, trips linked to subject areas.</p> <p><b>Careers Newsletter</b></p> <p>Opportunities and information shared/discussed weekly during form time.</p>		

Year 10			
<i>Aim: Students gain employability skills &amp; explore the world of work through Work Experience/ Students start to consider LMI to inform post 16 career planning.</i>			
	Term 1	Term 2	Term 3
<p>Year 10 – Consolidating</p> <p>Outcome: Students understand what LMI is and how this may inform their post 16/future planning.</p> <p>Outcome: Students can make informed choices about subjects they are interested in studying further. They know how/where to access information, following on from their CEIAG sessions with independent advisor.</p>	<p>CEIAG Assembly</p> <p>Your Future Event</p> <p>Aspire 2B Career Mornings</p> <p>Career Connect: Break and lunchtime drop in sessions</p> <p>Oct – BBC Bitesize Careers Tour</p>	<p>Year 10 parents evening; Include post 16 provider's e.g. St Helens College, Carmel College. Careers Connect</p> <p>Aspire 2B Career Mornings</p> <p>What Career Live/What University Live (Liverpool Exhibition Centre) information to parents</p> <p>National apprenticeship Week – employer talks and presentation Science / Technology / Music</p> <p>Healthcare Science Skills Show - March Knowsley College in partnership with STH and Knowsley NHS</p> <p>National Careers Week – workshops, assemblies etc. Medical Mavericks Positively You.</p> <p>Career Connect: Break and lunchtime drop in sessions</p> <p>ASDAN Virtual Work Experience</p> <p>World of Work Assembly/Launch TBC</p>	<p><u>PSHCE (April-May)</u> Skills for employment, LMI and Post 16 exploration CV writing session/workshop delivered by external provider.</p> <p>College taster days/visits – across subject areas Carmel St.Helens College Cronton Riverside St.Helens Chamber</p> <p>Bespoke post 16 provider visits</p> <p>CEIAG group work sessions with independent advisor.</p> <p>Career Connect: CEIAG sessions with independent advisor prioritized one-to-one interventions.</p> <p>Career Connect: Break and lunchtime drop in sessions</p> <p>World of Work Challenge TBC</p>
<p><b>Careers within the curriculum</b> Information, events, guest speakers, trips linked to subject areas.</p> <p><b>Careers Newsletter</b> Opportunities and information shared/discussed weekly during form time.</p>			

Year 11			
<i>Aim: Students are ready to choose post 16 courses and are fully aware of all options available to them at the end of Y11 and beyond.</i>			
	Term 1	Term 2	Term 3
<p>Year 11 – Mastering</p>	<p>Dream Big - CEIAG Assembly (timeline)</p>	<p>Year 11 information Evening – Post 16 providers present</p>	<p>Career Connect: one to-one CEIAG sessions with</p>

<p>Outcome: All students move onto courses/apprenticeships post 16 by making informed choices in line with their abilities and personal career goals.</p>	<p>for Year 11 re: Post 16 plans)</p> <p>Your Future Event Assemblies delivered by a variety of post 16 providers.</p> <p>Carmel St.Helens College Cronton, Riverside, Be more Apprenticeships</p> <p>Aspire 2B Career Mornings</p> <p>Career Connect: CEIAG one to-one sessions with independent advisor via appointment.</p> <p>Career Connect: Break and lunchtime drop in sessions</p> <p><u>PSHCE (Sept-Oct)</u> Understanding the college application process and plans beyond school.</p> <p>Mock Interview Launch</p> <p>PSHCE lessons</p>	<p>and Careers Connect.</p> <p>Mock Interviews with prospective colleges and employers.</p> <p>National apprenticeship Week – employer talks and presentation</p> <p>Career Connect: one to-one CEIAG sessions with independent advisor via appointment.</p> <p>Careers Connect: Break and lunchtime drop-ins</p> <p>National Careers Week – workshops, assemblies etc.</p> <p>Post 16 student questionnaire.</p> <p>Tracking – completed by all students</p>	<p>independent advisor via appointment.</p> <p>Parent &amp; student CIEAG evaluation.</p> <p>Career Connect: Break and lunchtime drop-ins</p>
	<p><b>Terms 1-3</b></p> <p>Bespoke visits to College / training providers</p> <p>Regular Transition visits to chosen college for identified students e.g. Carmel Foundation Learning</p>		
	<p><b>Careers within the curriculum</b></p> <p>Information, events, guest speakers, trips linked to subject areas.</p> <p><b>Careers Newsletter</b></p> <p>Opportunities and information shared/discussed weekly during form time.</p>		

### Development

This policy has been developed and is reviewed annually by the Careers Leader, Kerry Smedley, and Line Manager, Peter Hale, based on current good practice guidelines by the Department for Education.

### Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

### Equality and Diversity

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. De La Salle is committed to encouraging all students to make decisions about their future based on impartial information.

### **Requests for access**

Requests for access should be directed to Kerry Smedley, Careers Leader. Kerry Smedley may be contacted by telephone or email [smedleyk@delasalleschool.org.uk](mailto:smedleyk@delasalleschool.org.uk) Tel 0174420511

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

Access will be given for providers to attend during school assemblies, timetabled PSHCE lessons, and careers or Raising Aspirations events that De La Salle is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with local post 16 providers.

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

De La Salle 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**

De La Salle 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.

### **Parents and Carers**

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

### **Management**

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

### **Complaints Procedure**

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)

The Careers & Enterprise Company will raise the complaint to Andrew Rannard, Head Teacher of De La Salle School, St Helens.

### **Monitoring review and evaluation**

The policy is reviewed annually via the Senior Leadership Team.

**Policy Coordinator:** Peter Hale

**Policy Reviewed:** March 2023



## **Appendix 1: School Information**

Providers who have been invited into De La Salle School to date include:

- Carmel College
- St Helens and Knowsley College
- Cronton and Riverside College
- St Helens Chamber
- The Growth Company
- Asset Training
- Be More LCR Apprenticeships
- Waterside Training

De La Salle hosted a 'Your Future' Careers event in November 2022, over 45 exhibitors attended representing employers, colleges, universities and apprenticeship providers.

### **Destinations Data**

Our latest destinations data is available on our website: <http://www.delasalle.st-helens.sch.uk/careers/destinations/>

Our students move on to local education providers and employers, and also outside of the area to:

London School of Economics

Cambridge University

Leeds University

University of York