

Paulet High School and 6th Form College: Provider Access Procedure

Introduction

This protocol sets out the school's arrangements for managing the access of providers to pupils at 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.

Management of provider access requests

Providers wishing to request access should contact the careers leader Katie Ireland:

k.ireland@phs.jtmat.co.uk

Or ring reception on 01283 247900 and request to speak to Katie Ireland.

Opportunities for access

Several events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils or their parents or carers:

	Autumn Term	Spring Term	Summer Term
Year 8	Overview of post 16 options for students and parents, to include: A levels, Applied General Qualifications (e.g., BTECs), technical/vocational qualifications, apprenticeships, traineeships and supported internships Event for University Technical Colleges	Employer event for students, parents – market stall event giving overview of local, regional, and national opportunities and skills requirement	Technical/vocational tasters at local college/s, training providers

Year 9	Event for providers of technical education/ apprenticeships to include Further Education colleges, UTCs or Studio schools and training providers	KS4 options event	Technical/vocational tasters at local college/s, training providers
Year 10	Life Skills – work experience preparation sessions Meetings with careers adviser	Technical/vocational tasters at local college/s, training providers Meetings with careers adviser	Life skills – assembly and tutor group opportunities Work experience sessions Meetings with careers adviser
Year 11	Post 16 provider open evenings: opportunities to visit local Further Education and sixth form colleges, other school UTCs, Studio schools and other training providers regarding A level, Applied General, technical, and vocational and apprenticeships. Meetings with careers adviser Post 16 applications	Post-16 interviews/transition Meetings with careers adviser	Confirmation of post 16 education destinations for all students
Year 12	Life Skills – work experience preparation sessions Meetings with careers adviser	Technical/vocational tasters at local college/s, training providers Meetings with careers adviser	Life skills – assembly and tutor group opportunities Work experience sessions Higher Education Week

			Meetings with careers advisor
Year 13	Post 18 Provider open days and evenings. Opportunities to visit apprenticeship providers UCAS Applications	Post 18 interviews/transition	

Please speak to our Careers Leader (Katie Ireland) to identify the most suitable opportunity for you.

Premises and facilities

The school will make the main hall, classrooms, or private meeting rooms available for discussions between the provider and students, 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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature which will then be displayed in the school library and in the 6th form centre.