



## ST ALBANS GIRLS' SCHOOL

### Provider Access Policy

GB sub-committee: Curriculum, Assessment & Standards Committee

Co-ordinator: Mrs J Flint

Last Reviewed: Spring 2024

Next Review: Spring 2025

Signed by:  
Margaret Chapman  
Head Teacher

Signed by:  
Claire Barnard  
Chair of Governors

### 1. INTRODUCTION

- 1.1 This policy statement sets out the school's arrangements for managing the access of providers to students 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. This is more commonly known as the Baker Clause. In addition, this policy shows how the school complies with the requirements of the 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](#).

### 2. STUDENT ENTITLEMENT

- 2.1 All students in Years 8-13 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
  - 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
  - understand how to make applications for the full range of academic and technical courses
- The updated provider access legislation (PAL) specifies schools must provide at least six encounters for all their students:
- Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend
  - Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend
  - Two encounters for pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend.

	We are committed to ensuring that these requirements are met and will deliver these opportunities through assemblies and careers lessons in PSHE as well as 'drop-down' days or events.
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### 3. MANAGEMENT OF PROVIDER ACCESS REQUESTS

<b>3.1</b>	A provider wishing to request access should contact the Careers Lead Mrs Jessica Flint Assistant Head Teacher, Telephone: 01727 853134 Email: careers@stags.herts.sch.uk
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### 4. OPPORTUNITIES FOR ACCESS

<b>4.1</b>	<p>A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to our students and/or their parents/carers:</p> <ul style="list-style-type: none"> <li>● These can be found on the school calendar of events and on the school website</li> <li>● Please speak to Mrs Jessica Flint to identify the most suitable opportunity for you</li> <li>● The school policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our students</li> <li>● Compulsory activities for all students to attend in Years 8-11 include: <ul style="list-style-type: none"> <li>○ Assemblies with Apprenticeship providers which detail information about all levels of apprenticeships and T Levels</li> <li>○ Whole school curriculum activities about apprenticeships during National Apprenticeship Week each year</li> <li>○ Assemblies with University Ambassadors</li> <li>○ Assemblies with local college providers</li> <li>○ Additionally our local colleges attend our Post 16 Information Evening and Y11 Futures Events to provide optional support for students</li> </ul> </li> <li>● Optional activities for students in Years 12 and 13 include: <ul style="list-style-type: none"> <li>○ Next Steps Week with guest speakers promoting Higher and Degree Apprenticeships</li> <li>○ Assemblies with Apprenticeship providers which detail information about all levels of apprenticeships and T Levels</li> <li>○ A Google Classroom which promotes Apprenticeship opportunities available in local area as well as a Careers Portal which shares details of how to reach providers of technical and vocational education and employment</li> </ul> </li> </ul>
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<p><b>9</b></p>	<p>Learn to Earn Careers and Enterprise Day in the summer term Careers Lessons in in PSHE GCSE Curriculum Choices including encounters with further and higher education provider and apprenticeship providers</p>
<p><b>10</b></p>	<p>Careers Lessons in PSHE Careers Talks throughout the year Apprenticeship/Further/Higher Education provider encounters during assembly slots Work Experience in the summer term</p>
<p><b>11</b></p>	<p>Careers Lessons in PSHE Post 16 Options Evening in November with opportunity to speak with local providers</p> <p>Year 11 Interview Day in in the spring term Future Education and Training Options Talks/Encounters Work Experience/ Work Shadowing Opportunities for the Summer including NCS.</p>
<p><b>STAGS Sixth Form</b></p>	<p>Step Up Programme – provides careers lessons throughout the year Speakers Programme - provides opportunity to hear from a range of voices about Post 18 options Next Steps Days in July of Year 12 Future Education and Training Options Talks Support with UCAS, Apprenticeships and Employment applications Professional Placement opportunity in in the summer term of Year 12 Inspirational Women Networking opportunity each March</p>

**5. PREMISES AND FACILITIES**

**5.1** The school will make the hall, classrooms or 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 Lead. Providers are welcome to leave a copy of their prospectus or other relevant course literature at Reception, this will be displayed in the locations that are accessible to students at lunch and break time

**6. MONITORING**

**6.1** St Albans Girls' School monitors and reviews its policies and procedures on a regular basis to ensure that there is compliance. This policy will be reviewed annually by Mrs J Flint and approved by the governing body.