



St Bede's Catholic High School

Provider Access Policy

“I am the vine, you are the branches. Whoever remains in me, with me in him, bears fruit in plenty.” John, 15:5

This policy document and the content contained therein remains the responsibility of the Headteacher, and Governing Body of the school. No amendments can be made without their express instruction and they remain the final arbiters in any matters relating to it.

Review date: February 2024

Next review date: February 2025

Reviewed by: Mrs L Turpin

Under Section 42B of the Education Act 1997 and the Skills and Post-16 Education Act 2022 we have a duty to provide pupils in years 8-11 with access to providers of post-14, post-16 and post-18 education and training. This policy statement sets out how we manage access requests from these providers.

Rational

Our aim is to help young people to learn to make decisions and manage transitions as learners and workers. It is essential that school contributes to the preparation of our young people for the opportunities, responsibilities, and experience of adult life. Our careers programme provides the knowledge and skills they need to make informed choices and achieve economic wellbeing in later life. The impact will be measured as we track student destinations, focus on preventing NEET (not in education, employment or training), audit our programme against Gatsby benchmarks in addition to our internal processes around attainment, personal development and wellbeing.

What are pupils entitled to?

Pupils must be allowed to:

- Learn more about technical education qualifications and apprenticeship opportunities, as part of a careers programme which informs pupils of the full range of education and training options available to them at each transition point.
- Hear from a range of local providers about the opportunities on offer; for example, technical education and apprenticeships – this can be achieved through options evenings, assemblies, group discussions, and taster events.
- Understand how to apply to the full range of academic and technical courses available to them.

Who handles our access requests?

Any provider wishing to request access and discuss events and options should contact either:

- Mrs Lisa Turpin, Careers Co-ordinator l.turpin@sbchs.co.uk or,
- Mrs Antonia Crompton, school administrator a.crompton@sbchs.co.uk

School telephone no. 01695 570335

What opportunities are provided to allow access to pupils?

Via our school careers programme, we offer providers numerous opportunities throughout the school year to speak to pupils and parents/carers.



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YEAR GROUP	ACTIVITIES			GATSBY BENCHMARK
	AUTUMN	SPRING	SUMMER	
7		<u>HOT SEATING WITH ALUMNI</u> Pupils have the opportunity for face to face Q & A with a number of professions . <u>TENNER CHALLENGE</u> MATHS <u>EDUCATION IN PERSONAL RELATIONSHIPS</u> issues covered: puberty relationships with friends/family bereavement PSHE	<u>LIVE LINK TO ARCTIC SCIENTIFIC RESEARCHERS</u> During the study of fantastic places the pupils look at Svalbard where the researchers are based each year. GEOGRAPHY	1,2,4,5
8		<u>TENNER CHALLENGE</u> MATHS	<u>INTRODUCTION AND LOG ON TO KUDOS</u> <ul style="list-style-type: none"> covering questions about themselves to link up suitable careers opportunity to find out skills and qualifications required ability to read case studies and see real working environments PSHE	1,2,3,4,7,8
9	<u>ONE TO ONE DROP-INS</u> Available to pupils for options advice.	<u>OPTIONS ASSEMBLY, PARENTS GUIDANCE EVENING AND INDIVIDUAL INTERVIEW</u> <u>ATTENDANCE AT INTERACTIVE CAREERS FAIR</u> The purpose of the event is to: <ul style="list-style-type: none"> Inspire them about future Careers and 	<u>OPTIONAL ONE TO ONE (continues)</u>	1,2,3,4,5,7,8
		<ul style="list-style-type: none"> Opportunities Provide information about Higher Level Studies and career progression with employers, Universities and apprenticeship Understand more about the world of work & skills needed to succeed Open their eyes to careers they may have never considered and what employers are looking for Links with business professional allowing direct Q&A <u>FINANCIAL CAPABILITY</u> Off time-table event working with professionals and students from Edge Hill University. MATHS <u>TENNER CHALLENGE</u> MATHS		
10	<u>INDUSTRY VISIT FOR IT STUDENTS (TBA)</u> IT <u>FUTURE U</u>	<u>MOTIVATIONAL ASSEMBLY</u> Given by Business professional <u>TENNER CHALLENGE</u> MATHS	<u>POST 16 COLLEGE TASTER SESSIONS</u> <ul style="list-style-type: none"> They will attend at least 2 institutions <u>BUSINESS AND ENTERPRISE WEEK</u> <ul style="list-style-type: none"> Off timetable days covering: skills for work and life, finance and enterprise skills Whole year entered into national enterprise competition All pupils will have a mock interview with a business professional <u>LINKS WITH EMPLOYERS</u> <ul style="list-style-type: none"> CV writing in ENGLISH LESSONS Athlete talks in PE 	1,3,4,5,6,7,8
11	<u>POST 16 ASSEMBLIES BY PARTNER COLLEGES</u> Covering courses available and apprenticeship options. <u>LUNCH DROP-INS</u>	<u>INTERVIEWS FOR POST 16 INSTITUTIONS TAKE PLACE</u> <u>OPTIONAL ONE TO ONE OPPORTUNITY</u>	<u>TRANSITION SUPPORT</u> Pupils can RECEIVE support at any time. <u>RESULTS DAY AND BEYOND.....</u>	1,3,4,7,8

	<p>All colleges attend at least one session covering their courses and apprenticeship offers. Pupils get the opportunity to ask lots of questions in a quieter atmosphere.</p> <p><u>PERSONAL STATEMENT WORKSHOP</u> All pupils have opportunity to get their statement started.</p> <p><u>APPRENTICESHIP WORKSHOPS</u> Specific opportunity to find out about and apply for apprenticeships (link with LMI).</p> <p><u>APPLICATION WORKSHOPS</u> Additional help for those that want it.</p> <p><u>ASSEMBLY AND PARENTS GUIDANCE EVENING</u></p> <ul style="list-style-type: none"> ○ All pupils receive guidance about preparation for exams. ○ Parents are also invited to an exam guidance and preparation evening in which post 16 institutions attend. 	<u>APPRENTICESHIP WORKSHOPS CONTINUE</u>		
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School Safety Protocols for Visitors

Our Child Protection and Safeguarding Policy, and safeguarding visitors leaflet (below) set out the school's approach to allowing providers into school to speak to our pupils.

At St Bede's Catholic High School, we are committed to safeguarding and promoting the welfare of children. We expect everyone to share this commitment.

As a school we ask you to;

- provide a good example and be a positive role model
- treat all children equally, never favour a child above others
- ensure when working with individual children that you are visible to others
- do not photograph children (unless permission has been sought and granted) or exchange any personal information
- do not receive or give gifts unless arranged through school
- only touch children for professional reasons and when this is necessary and appropriate for the child's well-being and safety
- never engage online with children and do not give out contact details

Allegations

- Any allegations should be reported immediately to the DSL/Headteacher.
- If the concerns are about the headteacher, please inform the Chair of Governors.

Who to speak to if you are concerned about a child at St Bede's Catholic High School



Miss E. Palmer
Designated Safeguarding Lead



Mr D. Morgan
Headteacher
Deputy Designated Safeguarding Lead



Miss L. Noon
Deputy Designated Safeguarding Lead

Everyone has a responsibility to make sure that children within St Bede's Catholic High School are safe.

Please do not;

- decide to do nothing
- leave the premises without telling anyone

CHILD PROTECTION AND SAFEGUARDING

St Bede's Catholic High School

St Anne's Road
Ormskirk
L39 4TA





Worried about a child?

Abuse (physical, emotional, sexual or neglect) can have a damaging effect upon a child's mental health, education, attainment and emotional wellbeing.

Changes in a child's behaviour may not necessarily indicate a child is suffering abuse or neglect. However, if whilst working with a child you become concerned, please report these to a member of staff immediately.



Volunteers'/Visitors' Responsibilities

Everyone who comes into contact with children, whether paid or voluntary are responsible for their own actions and behaviour. You should avoid any contact which would lead any reasonable person to question your motivation and intention. At St Bede's Catholic High School we all have a duty to safeguard and promote welfare of all our children.

Please Follow Our Code of Conduct

- Do treat everyone with respect;
- Do provide an example you wish others to follow;
- Do respect a child's right to personal privacy;
- Do allow children the facility to identify behaviour they feel uncomfortable with;
- Do remember that someone else may misinterpret your actions however well intentioned;
- Do not play physical games, make inappropriate comments or have inappropriate banter with children;
- Do not jump to conclusions without checking facts;
- Do not believe it could not happen to you it could.

Disclosures of abuse by a child

Whilst this can be an alarming situation, it is important that you know what to do in such an eventuality.

- Stay calm and controlled; listen to what is said without showing shock or disbelief.
- Accept what is being said.
- Allow the child to talk freely, listen rather than direct by asking questions.
- Reassure but do not make promises you cannot keep.
- Explain that you will talk to their DSL/Headteacher so that they can help.
- Do not ask leading questions or interrogate.
- Stress that talking was the right thing to do.
- Record details immediately and attempt to use the exact words or phrases used by the child; sign and date these. At St Bede's we use CPOMS to record safeguarding and low level concerns.
- Immediately report your concerns and give any written information to the DSL or deputy.
- Be aware of your feelings about abuse and talk to someone if you need support.
- It is important to remember that children's details must remain confidential and within school



What are the rules for granting and refusing access requests?

We actively encourage a range of post-16 providers to share their offers with our students. In this way, students at St Bede's Catholic High School will have a range of knowledge allowing them to make informed decisions.

What can providers expect once a request has been accepted?

Once we have approved a provider, we will work with them to identify the best method for providing access to our pupils.

We will make the school hall, classrooms and private meeting rooms available to host discussions between providers and pupils. We will also make available appropriate presentation equipment and technical support.

Arrangements will be discussed in advance between our Careers Co-ordinator and a nominated member of the provider's team.

Can providers leave prospectuses for pupils to read?

Providers are welcome to leave a prospectus and other relevant course literature with the Careers Co-ordinator or the school librarian for display in the LRC. Any electronic versions will be shared through our website, through emails to the year group, or email to parents.