

**SAINT BEDE'S CATHOLIC HIGH SCHOOL  
LYTHAM**



**CEIAG PROVIDER  
ACCESS POLICY**

## **Saint Bede’s Catholic High School: Provider Access Policy**

### **Introduction**

This policy statement 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 8-13 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.

We work closely with our Enterprise Coordinator, Inspira (Nicola Roberts) and are pleased to have developed close links with two Enterprise Advisers: Tracy Morrison (Director of Resources - Fylde Borough Council) and Melanie Calver (local entrepreneur – Prosperity Technology Ltd).

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

#### **Procedure**

A provider wishing to request access should contact Mr Andrew Love, [CEIAG Leader], Telephone: 01253 737174; Email: [alove@stbedeslytham.lancs.sch.uk](mailto:alove@stbedeslytham.lancs.sch.uk)

#### **Opportunities for access**

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

	Autumn Term	Spring Term	Summer Term
Year 8	Citizenship - assembly and tutor group opportunities	Citizenship - assembly and tutor group opportunities	Citizenship - assembly and tutor group opportunities
Year 9	Assembly – presentations on post-16 routes	Post-14 Choices Evening B&FC STEM Challenge BAE Rotary Challenge	Challenge Week – Post-16 providers run a full day workshop Transition Annual Reviews for SEN pupils includes careers adviser

Year 10	Careers Event – Post-16 Choices Evening (wide range of providers are represented at this annual event)	Challenge Week – Post-16 providers run a full day workshop BAE Rotary Challenge	
Year 11	Careers Event – Post-16 Choices Evening (wide range of providers are represented at this annual event)  Mock Interviews for all pupils conducted by colleges, universities, employers and apprenticeship providers	Citizenship – Form time monitoring and support for next steps applications	

Please speak to our Careers Leader 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 in the Social Learning Centre (SLC). The SLC is available to all students at lunch, break times and before and after school.

### **Safeguarding**

Any visitors to school are asked to familiarise themselves with our Safeguarding Policy (see School website) and to provide evidence of DBS clearance on arrival at the school.