



## ST JOSEPH'S COLLEGE

### **PROVIDER ACCESS POLICY**

#### **(BAKER CLAUSE)**

**This policy links with:**

- Careers Education, Information, Advice and Guidance Policy
- Safeguarding: Child Protection Policy

<b>Date of Latest Review</b>	November 2021
<b>Next Review Date</b>	November 2022
<b>Policy available for Staff</b>	School website
<b>Policy available for Parents</b>	School website
<b>Careers Leader</b>	Mrs S Gilding
<b>Personal Development Lead</b>	Mrs S Cumbo
<b>Careers Link Governor</b>	Mr S Flather
<b>Headteacher</b>	Ms M Roberts

## **PROVIDER ACCESS POLICY & BAKER CLAUSE POLICY**

### **TECHNICAL EDUCATION AND APPRENTICESHIPS**

#### **INTRODUCTION**

This policy statement sets out the college's arrangements for managing the access of providers to students at the college for the purposes of giving them information about the provider's education or training offer. This complies with the college's legal obligations under Section 42B of the Education Act 1997, as amended by the Technical and Further Education Act 2017 (as well as further amendment on 2nd January 2018).

St. Joseph's College uses the Gatsby Benchmarks as a guide to plan our Careers programme. As part of our commitment to informing students of the full range of employment, learning and training pathways available, we would be delighted to receive requests from training, apprenticeships, employers and vocational educational providers to speak to students.

#### **We are particularly interested in hearing from providers in:**

- Digital Skills Sector, as it is predicted that in the next two decades, 90% of jobs will require some digital proficiency ('Digital Skills Crisis' The Science Committee 2016);
- STEM employers (science, technology, engineering, and maths) – combining creative talent with engineering and technology;
- Manufacturing, Gaming, ICT, Construction and Energy;
- Health Professions and Social Care.
- Finance, Accounting and Business Administrators;
- Entrepreneurs or small business owners;

These employment sectors are identified as areas of growth in the current and future labour market and the largest growth in jobs is expected to be in management, professional and technical roles.

#### **STUDENT ENTITLEMENT**

##### **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.
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, 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**

##### **Procedure**

A provider wishing to request access should contact:

- Mrs S Gilding, SLT Careers Lead, [sgilding@stjosephsmail.com](mailto:sgilding@stjosephsmail.com)
- Mrs S Cumbo, Personal Development Lead, [scumbo@stjosephsmail.com](mailto:scumbo@stjosephsmail.com)
- Alternatively, you can contact [sjcollege@stjosephsmail.com](mailto:sjcollege@stjosephsmail.com)

## **OPPORTUNITIES FOR ACCESS:**

A number of events are integrated into the college's careers programme each year (an example of typical activities can be found on the following page). This programme also provides an opportunity for providers to come into the college to speak to students and/or their parents/carers - an offer of support from a provider is always welcome as it helps to embed the learning and enrich the student provision.

The school calendar varies from year to year so providers need to contact a member of the team detailed above to discuss their requirements and identify the most suitable opportunity.

The college's policy on safeguarding sets out the college's approach to allowing providers into the college as visitors to talk to our students.

## **PREMISES AND FACILITIES**

Subject to availability, the college can make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The college 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 also most welcome to leave a copy of their prospectus or other relevant course literature for the Library/Sixth Form Study Areas. These areas are available to all students before the College day, at break time, lunchtime and after the College day.

## EXAMPLE OPPORTUNITIES BY YEAR GROUP

<b>Year 7</b>	<ul style="list-style-type: none"> <li>• Careers Lessons (as part of the PSHE – Living in the Wider World lessons) including -             <ul style="list-style-type: none"> <li>▪ Developing skills and aspirations (careers, teamwork and enterprise skills, and raising aspirations)</li> <li>▪ Financial decision making</li> </ul> </li> <li>• Curriculum opportunities which may include visits</li> <li>• Assemblies</li> <li>• U-Explore Start website access which includes access to up to date Labour Market Information</li> <li>• Access to independent and impartial guidance from a Level 6 qualified Careers Advisor</li> <li>• Business Breakfasts (8.15am each fortnight – targeted at a range of year groups)</li> </ul>
<b>Year 8</b>	<ul style="list-style-type: none"> <li>• Careers Lessons (as part of the PSHE – Living in the Wider World lessons) including -             <ul style="list-style-type: none"> <li>▪ Community and careers (equality of opportunity in careers and life choices, and different types and patterns of work)</li> <li>▪ Digital literacy (online safety, digital literacy, media reliability, and gambling hooks)</li> </ul> </li> <li>• Curriculum opportunities which may include visits</li> <li>• Assemblies</li> <li>• U-Explore Start website access which includes access to up to date Labour Market Information</li> <li>• Access to independent and impartial guidance from a Level 6 qualified Careers Advisor</li> <li>• Business Breakfasts (8.15am each fortnight – targeted at a range of year groups)</li> </ul>
<b>Year 9</b>	<ul style="list-style-type: none"> <li>• Careers Lessons (as part of the PSHE – Living in the Wider World lessons) including -             <ul style="list-style-type: none"> <li>▪ Setting goals (learning strengths, career options and goal setting)</li> <li>▪ Employability skills (employability and online presence)</li> </ul> </li> <li>• Curriculum opportunities which may include visits</li> <li>• Assemblies</li> <li>• Parents’ Evening careers stall</li> <li>• U-Explore Start website access which includes access to up to date Labour Market Information</li> <li>• Access to independent and impartial guidance from a Level 6 qualified Careers Advisor</li> <li>• Business Breakfasts (8.15am each fortnight – targeted at a range of year groups)</li> <li>• Options Assembly and Evening</li> </ul>
<b>Year 10/11</b>	<ul style="list-style-type: none"> <li>• Careers Lessons (as part of the PSHE – Living in the Wider World lessons) including -             <ul style="list-style-type: none"> <li>▪ Financial decision making (the impact of financial decisions, debt, gambling and the impact of advertising on financial choices)</li> <li>▪ Work experience (preparation for &amp; evaluation of work experience and readiness for work)</li> </ul> </li> <li>• Curriculum opportunities which may include visits</li> <li>• Assemblies</li> <li>• Parents’ Evening careers stall</li> <li>• U-Explore Start website access which includes access to up to date Labour Market Information</li> <li>• Access to independent and impartial guidance from a Level 6 qualified Careers Advisor</li> <li>• Business Breakfasts (8.15am each fortnight – targeted at a range of year groups)</li> <li>• Work Experience Week</li> </ul>
<b>Sixth Form</b>	<ul style="list-style-type: none"> <li>• Curriculum opportunities which may include visits</li> <li>• Assemblies</li> <li>• Enrichment activities including work experience guidance and clubs e.g. Biomed club with guest speakers, guidance on applications, on line speakers and work experience</li> <li>• Parents’ Evening careers stall</li> <li>• U-Explore Start website access which includes access to up to date Labour Market Information</li> <li>• Access to independent and impartial guidance from a Level 6 qualified Careers Advisor</li> <li>• Business Breakfasts (8.15am each fortnight – targeted at a range of year groups)</li> <li>• Higher Education / Life Beyond Sixth Form week including detailed on Apprenticeships and Employability Skills workshop run by local university</li> <li>• Higher Education Evening Fayre including presentations on Apprenticeships / Higher Horizons</li> <li>• CV preparation / employability skills</li> </ul>

