

# St Bede's Catholic College



## Provider access policy statement

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### 1. Vision

St Bede's Catholic College is committed to supporting students to discern their calling in life. Provider access is part of each student's process of discovering God's will and direction for their life.

### 2. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

### 3. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13 (see more detail in section 2.1 below).

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these pupils.

This is outlined in section 42B of the [Education Act 1997](#), 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](#).

This policy shows how our school complies with these requirements.

#### 3.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
  - All pupils must attend
  - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
  - All pupils must attend
  - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11

- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
  - Pupils can choose to attend
  - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

These encounters must happen for a reasonable period of time during the standard school day. Schools can continue to provide complementary experiences, but encounters outside of school hours won't count towards these requirements.

Schools must ask each provider to provide the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from pupils

To comply with Provider Access Legislation (PAL), St Bede's Catholic College will actively arrange for a variety of education and training providers to visit the college and deliver provider encounters to all students across key stages.

### 3.2 Meaningful provider encounters

Our school is committed to providing meaningful encounters to all pupils.

1 encounter is defined as 1 meeting/session between pupils and 1 provider.

## 4. Pupil entitlement

All pupils in years 8 to 13 at St Bede's Catholic College are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our 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, e.g. careers fairs, assemblies and workshops.
- Understand how to make applications for the full range of academic and technical courses

## 5. Management of provider access requests

### 5.1 Procedure

A provider wishing to request access should contact Mrs Bartlett-Cosway, Careers Development Officer

Telephone: 01173772200

Email: bartlett-coswayk@stbcc.org

### 5.2 Opportunities for access

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

	EVENTS	ACTIVITIES
YEAR 8	Assembly – Technical and vocational	Tutor group activities - Unifrog
YEAR 9	Assembly – Technical and vocational	Tutor group activities - Unifrog

	EVENTS	ACTIVITIES
YEAR 10	Assembly – Technical and vocational	Work experience preparation Work experience Tutor group opportunities – Unifrog
YEAR 11	Post-16 provider careers fair Meetings with careers adviser Post-16 applications Post 16 Interviews	Apprenticeships – support with applications Confirmation of post-16 education and training destinations for all pupils
YEAR 12	Higher education and Apprenticeship (HE) fair Technical/vocational tasters at local college/s, training providers	Work experience preparation Meetings with careers adviser
YEAR 13	Post-18 assembly – with higher and degree apprenticeship providers Workshops – HE and higher apprenticeship applications	Meetings with careers adviser Understanding Post-18 options – Unifrog Confirmation of post-18 education and training destinations for all pupils

Please speak to Mrs Bartlett-Cosway to identify the most suitable opportunity for you.

### 5.3 Granting access

Our provision includes various opportunities for students to access a range of events. These are mainly integrated into the school's careers programme and curriculum. These events are therefore delivered internally, with contribution from external providers where appropriate.

### 5.4 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

### 5.5 Premises and facilities

- We will make the main hall, lecture theatre, classrooms or meeting rooms available for discussions (during term time) between the provider and students as appropriate to the activity. We will also make available, where possible, AV/Digital equipment to support provider presentations.
- Providers are welcome to leave a copy of their prospects or other relevant careers literature at St Bede's Catholic College.

## 6. Previous providers

In previous years we have invited the following providers from the local area to speak to our pupils:

SGS College, City of Bristol College, Weston College, Boomsatsuma, Access Creative College and OnSite.

## 7. Pupil destinations

Last year, our year 11 and year 13 pupils moved to a range of providers after school. Further information is available here: [Destinations](#)

## 8. Complaints

Any complaints related to provider access can be raised following the college [complaints procedure](#) or directly with The Careers & Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)

## **9. Links to other policies**

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy

## **10. Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to pupils are monitored by Mr Derek O'Rourke.

This policy will be reviewed by the Principal every two years.

At every review, the policy will be approved by the governing board.

Approved June 2025  
To be reviewed June 2027