

## **St Martins School**



## **Careers at St Martins School**

# **Education and Training Provider Access Procedure Statement**

**Date: Spring 2025**

**Review data: Spring 2026**

## **Introduction**

High quality careers education and guidance in schools and colleges is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps young people to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.

St Martins School is committed to ensuring there is an opportunity for a full range of education and training providers (providers) to access pupils. The school is aware of the responsibility to set its pupils on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. This means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

The school endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

This Policy Statement aims to set out the St Martins School's arrangements for managing the access of providers to pupils for the purpose of giving them information about their offer. It covers:

- Procedures in relation to requests for access.
- Reasons for granting and refusing requests for access.
- Details of premises and facilities to be available to the provider who is given access.

## **The 6 encounters schools must offer to all pupils in years 8 to 11**

To comply with the statutory requirement the St Martins School offers:

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

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

## Management of Provider Access Requests

### Procedure

At St Martins School, a provider wishing to request access should contact the member of staff listed below who is responsible for managing access opportunities to identify the most suitable opportunity.

A provider wishing to request access should contact Hannah Weaver Assistant Head/Careers Lead.

Telephone: 01691 776500

Email: [Hannah.weaver@stm.318education.co.uk](mailto:Hannah.weaver@stm.318education.co.uk)

The St Martins School is committed to providing meaningful encounters to all pupils using the Careers and Enterprise Company Making it meaningful checklist.

### Opportunities for access

At St Martins School 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:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Assemblies	Assemblies Uni visit	Assemblies
YEAR 9	Assemblies Careers fair	Assemblies	Assemblies
YEAR 10	Assemblies Careers fair	Mock interview with local employer	Assemblies Work experience
YEAR 11	Careers fair (in S Martins with local employers and Moreton Hall with a focus on FE)	Assemblies	

Assemblies take place from 8:40am – 9:00am Monday to Friday

### Granting and refusing access

The St Martins School will attempt to grant as many providers access to pupils as reasonably possible within the CEIAG Programme. This includes timetables careers lessons, assemblies and careers events. However, the School may refuse providers access on the grounds that another provider, with good links to the School, and most appropriate, based on pupil destinations, has already been invited in to talk about a specific type of qualification or option. It may be felt that to invite a similar provider, is a duplication of information of the courses and qualification options already available.

Pupils are encouraged to look at providers in many ways, for example during careers fairs, college open evenings, taster events, and prospectuses.

Providers who are refused access are invited to leave copies of their prospectus or other relevant course literature with the School, so that they can be displayed in the Careers Section of the School Library.

### **Premises and Facilities**

The St Martins School makes suitable space available for discussions between the provider and pupils, as appropriate to the activity. The School also makes available ICT and other equipment it has, to support provider presentations. This is discussed and agreed in advance of the visit with the Careers Leader or a member of their team. Providers are able to leave prospectuses with School staff to be handed out to pupils and/or parents/carers.

### **Previous Providers**

In previous years at St Martins School, we have invited the following providers from the local area to speak to our pupils:

Coleg Cambria

North Shropshire College

Army

Royal Navy

Kronospan

Robert Jones & Agnes Hunt Hospital Trust

Kellogg

Cornovii

Ridgway Rentals

Thomas Adams School

### **Pupil Destinations**

Last year, at St Martins School our Year 11 pupils moved to a range of providers in the local area after school:

- Coleg Cambria
- Marches School
- Moreton Hall
- North Shropshire College
- Thomas Adams