



# Grays Convent

## HIGH SCHOOL

### **Provider Access Policy**

This policy was accepted by the Governing Body in Autumn 2021

This policy was reviewed in Autumn 2022 ; January 2023 and Summer 2023

This policy will be reviewed annually and in Summer 2024

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## **Mission Statement**

At Grays Convent we recognise the value of each individual as a gift from God to the world. We are a Catholic school founded by the La Sainte Union Sisters and our ethos is one of unity, prayer, worship, service and work. We strive to follow the example of the Sacred Hearts of Jesus and Mary by enabling learning to take place in a caring and accepting community. We are blessed by Jesus the Good Shepherd, try to follow him in everything that we do, and in doing so make the most of our God given talents. We are one with God.

## **Aims**

This policy statement sets out the school's arrangements for managing the access of providers to the school for the purpose of giving them information about the provider's education or training 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

## **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 ( 11 in our school ) 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 ( 4 in our school From Years 8 to 11)
- Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.
- This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 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.

## **Student entitlement**

All students in Years 8 to 11 are therefore 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, as well as through Rise above Day and PSHEC lessons;
- to understand how to make applications for the full range of academic and technical courses.

**For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (Year 8 to 9, one in Year 8 and one in Year**

## **9) and two encounters for pupils during the 'second key phase' ( one in Year 10 and one in Year 11).**

Encounters can take place any time during year 8, and between 1 September and 28 February during year 9- during Rise Above Day 1 or 2 for example

Encounters can take place any time during year 10, and between 1 September and 28 February during year 11- during Rise Above Day 1 or 2 for example

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

## **Management of provider access requests**

### **Procedure**

A provider wishing to request access should contact Penny Johnson, Headteacher or the Careers Advisor/Leader, Donna Hector by Telephone: 01375 376173 or Email: [admin@graysconvent.thurrock.sch.uk](mailto:admin@graysconvent.thurrock.sch.uk)

### **Opportunities for access**

The school will make sure that provider encounters are scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider)
- answer questions from pupils.

### **Meaningful provider encounters- see Appendix 1- Making it Meaningful checklist for PAL activities ( Gatsby Benchmark 7)**

- One encounter is defined as one meeting/session between pupils and one provider. We are committed to providing meaningful encounters to all pupils using the 'Making it meaningful checklist'.
- Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.
- Providers are welcome to leave a copy of their prospectus or other relevant course literature, which will be left in the Careers section of the school library.

## Previous providers

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

- Local post 16 colleges and sixth form providers
- Wider post 16 colleges and sixth form providers
- Post 18 University providers
- Alumni from a variety of professions/ areas of work including apprenticeships in Paramedic Science, Civil Engineering, NHS careers, Media & Film, Law, the Armed Forces, Advertising & Architecture
- Entrepreneurs who have set up their own business
- Through Work and Mock Interview Day, presentations with a variety of providers
- Through Careers workshops with our careers adviser
- University and college visits
- During Options events and at transition events
- Networking events and employer visits

## Destinations of our pupils

- Last year our year 11 pupils moved to range of providers in the local and wider area after school:
- This can be seen in the most updated pupil destination information on our website:
- <https://www.graysconvent.school/destination-information>
- Destination information is confirmed in February/March annually as part of a traded service agreement with Thurrock.

## Management of provider access requests

### Opportunities for access

- The school offers the **four** provider encounters required by law and a number of additional events and encounters, integrated into the school careers programme to meet the Gatsby Benchmarks, on both Rise above Days and in timetabled PSHEC time.
- We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.
- Please speak to our Careers Leader, Donna Hector or the Headteacher to identify the most suitable opportunity for you.

Careers overview available in our CEIAG Policy:

Click [here](#) for CEIAG Policy.

In 2023/24 the following encounters are planned:

	<b>Autumn term 2 x Rise above Days October - December</b>	<b>Spring term 1x Rise above Day March</b>	<b>Summer term 1x Rise above Day May</b>
Year 8	Eco Careers – careers in the eco world <b>Encounter 1</b>		
Year 9	October 2023- pre-options Alumni - Barrister Alumni -Apprentice Paramedic  December 2023 <b>Encounter 2</b> Army - routes into careers in the armed forces including apprenticeships	<b>Encounter 3</b> USP college – post 16 routes Alumni- Routes into Architecture apprenticeship route), Civil Engineering, Entrepreneur encounters - film and film locations providers	
Year 10	<b>December 2023</b> Havas Advertising company- employer <b>Encounter 1</b> - Apprenticeships & traineeships, routes into work via apprenticeships	<b>March 2024</b> Make Happen Event: Post 16 routes including T levels and Apprenticeships : Apprenticeship & FE Provider <b>Encounter 2</b>	University visit
Year 11	Presenting for Work and Mock Interview Day with external providers <b>Encounter 3</b>	<b>Encounter 4</b> <b>March 2024</b> Post 18 routes into University, traineeships and Apprenticeships Routes into Health care - NHS CV workshop	

### Premises and facilities

- The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, 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.
- Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.
- Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian.
- The Resource Centre is available to all pupils at lunch and break times.

## Complaints:

- Any complaints with regards to provider access can be raised following the school complaints procedure  
<https://static1.squarespace.com/static/5d1a13cccf0914000188611b/t/609cee80b2ca3513fc824ff7/1620897409407/Complaints+Policy+-+Summer+2021.pdf>
- or directly with The Careers & Enterprise Company via  
[provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)

## Links to other policies

- Safeguarding/child protection policy
- Careers Education Information Advice & Guidance policy
- Curriculum policy
- Complaints policy & Curriculum outlines on the website, including PSHEC
- RSHE Policy

## Approval and review

Approved Summer Term 2023 by the Full Governing Body

This policy will be reviewed annually.

## Monitoring & Review

- The school's arrangements for managing the access of education and training providers to students are monitored by Donn a Hector, CEIAG Lead, and reported to the Full Governing Body at each meeting.
- At every review, the policy will be approved by the governing board.

## Appendix 1- Making it Meaningful checklist for PAL activities ( Gatsby Benchmark 7)

### Benchmark 7: Guiding principles

To support a meaningful approach to Benchmark 7, this resource is underpinned by the following guiding principles:

#### Start early

- Implement a progressive programme that broadens horizons, and scaffolds development of the knowledge and understanding required for students to identify their best next steps, from when students join you

#### Be informed by trends and success

- Use destination data and LMI to identify any gaps and implement appropriate intervention
- Use relevant destinations data and LMI to inform continuous improvement

- Harness employer and alumni voice through multi-Benchmark approaches where young people can be supported to understand learning opportunities through encounters and experiences of the workplace

**True advocacy**

- Grow your expertise in all career pathways and opportunities for young people
- Become an expert in the latest vocational and technical opportunities for your young people

**Challenge misconception and assumptions head on**

- Consider all stakeholders and their knowledge, understanding and potential misconceptions

**Equity of access to information and understanding**

- All pathways for all young people
- Provide equality of access to information and understanding

Signed:



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Mrs P Johnson

Headteacher



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Mrs L Eve

Chair of Governors