Our Lady Queen of Peace

Catholic High School

Careers

Provider Access Policy

Date of Policy	Sept 2026
Date of Review	Sept 2027

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Careers: Provider Access Policy 2026-27

'In Christ We Grow
Striving for excellence through caring, sharing and achieving'.
'I am the vine; you are the branches. Those who abide in me and I in them bear much fruit' [John 15: 5]

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to students 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 42A and 42B of the Education Act 1997, the Skills and Post-16 Education Act 2022 and the current DfE statutory guidance on Careers Guidance and Access for Education and Training Providers. We have a duty to provide students in Years 7-11 with access to providers of post-14, post-16 and post-18 education and training. This policy statement sets out how we manage access requests from these providers. The school's careers programme is delivered in line with the Gatsby Benchmarks of Good Career Guidance and the Careers Impact System. The school is committed to providing meaningful encounters with approved technical education and apprenticeship providers.

Student entitlement

All students in years 7-11 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.

All students in Years 8 to 11 will receive at least six encounters with accredited providers of technical education and apprenticeships. These encounters will be divided accordingly:

- During the first key phase (Year 8 to Year 9) all students must attend two mandatory sessions by accredited providers
- During the second key phase (Year 10 and 11) all students must attend two mandatory sessions by accredited providers

Management of provider access requests

Procedure

A provider wishing to request access should contact:

Mrs S Evans Assistant Headteacher [Careers Leader]

Email: s.evans@olqp.lancs.sch.uk

Telephone: 01695 725635

Opportunities for Access

Requests for provider access will be accommodated flexibly into the school form time programme. In addition, a number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

Year Group	Autumn Term	Spring Term	Summer Term
7	Curriculum for Life Day 9th October 2026	National Careers Week 2nd – 11th March 2027 Apprenticeship Week 5th – 9th January 2027 Curriculum for Life Day 12th March 2027	Curriculum for Life Day 3rd July 2027
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Please speak to our Careers Leader, Mrs S. Evans, to identify the most suitable opportunity for you.

During these sessions, at a minimum, providers will be given enough time to:

- Share information about the provider and the approved technical qualifications and apprenticeships they offer.
- Explain what career routes these qualifications and apprenticeships could lead to.
- Provide insights into what it might be like to learn or train with that provider.
- Answer students' questions

Our Child Protection and Safeguarding Policy sets out the school's approach to allowing providers into school to speak to our students.

Premises and facilities

The school will make the sports 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, Mrs S. Evans.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Leader, Mrs S. Evans and make available to all students.

What are the rules for granting and refusing access requests?

At Our Lady Queen of Peace, we focus on providing key information at specific times and offer opportunities to students to attend a range of career and further education talks, whilst ensuring that they receive at least two presentations from external providers during the first term of Year 11.

All providers' requests for access will be considered, however, access may not be granted if the timing is inappropriate or causes disruption to the school calendar and student learning. An alternative opportunity may be offered.

How are complaints regarding provider access managed?

If you have a complaint relating to the school's provider access arrangements, you can raise it in line with the school's Complaints Procedures Policy or you can contact The Careers and Enterprise Company directly on provideraccess@careersandenterprise.co.uk.

Monitoring and review

This policy will be reviewed each year.