St Alban's Catholic High School



Provider Access Statement

2026-2027

Approved by Full Governing Body

Recommission Date: September 2027

St Alban's Catholic High School Provider Access Statement

Introduction

This policy statement sets out our arrangements for managing the access of providers to students at St Alban's Catholic High School for the purposes of giving them information about the provider's education or training offer.

Student Entitlement

All students in Years 8–13 are entitled:

- To learn about a full range of academic, vocational and technical pathways
- To hear from approved providers of apprenticeships and technical education
- To receive information about progression routes and future careers
- To participate in meaningful encounters with providers
- To ask questions and explore different opportunities

The school will fulfil its statutory duty to provide a minimum of six provider encounters between Years 8 and 13. These include:

First Key Phase (Years 8–9):

- Two mandatory encounters for all pupils.
- Must take place anytime during Year 8 or between **1 September and 28 February** during Year 9.

Second Key Phase (Years 10–11):

- Two mandatory encounters for all pupils.
- Must take place anytime during Year 10 or between **1 September and 28 February** during Year 11.

Third Key Phase (Years 12–13):

- Two encounters that are mandatory for the school/college to organize, but **optional for pupils to attend**.
- Must take place anytime during Year 12 or between **1 September and 28 February** during Year 13.

Management of provider access requests

Providers wishing to request access should contact **Mr J Pickard,** Careers Coordinator

Telephone:01473726178
Email: stacareers@stalbans-staff.org

Opportunities for access

St Alban's Catholic High School aims to ensure that all provider encounters are meaningful, impartial and supportive of students' career planning. A number of events, integrated into the school careers programme, will offer providers an opportunity to provide a meaningful encounter with students. Providers should speak to J Pickard to find the most appropriate opportunity.

A **meaningful encounter** will:

- Have a clear purpose, which is shared with the employer and the young person
- Be underpinned by learning outcomes that are appropriate to the needs of the young person
- Have opportunities for two-way interactions between the young person and the employer
- Be followed by time for the young person to reflect on the insights, knowledge or skills gained through the encounter

And will include where relevant

- Information about education and training opportunities available
- Information about qualifications, apprenticeships and progression routes
- An understanding of the skills and attributes required within different sectors
- First-hand insights from providers and employers
- Opportunities to ask questions and engage in discussion.

Providers will work with the Careers Team to ensure content is appropriate to the age and needs of the students involved and are in keeping with the Catholic nature of the school.

Facilities

The school will make available, where appropriate:

- Suitable presentation spaces
- ICT equipment
- Access to student groups
- Opportunities to distribute prospectuses and careers information.

Arrangements will be agreed in advance of any visit.

Safeguarding

All external providers visiting the school must comply with the school's safeguarding arrangements, visitor procedures and health and safety requirements. The school's Child Protection and Safeguarding Policy applies to all visitors and is available on the school website.