

SACRED HEART HIGH SCHOOL



CAREERS PROVIDER ACCESS POLICY

MARCH 2025

To be reviewed annually

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1 INTRODUCTION

This policy statement sets out the school's arrangements for managing the access of providers to pupils at Sacred Heart High School for the purposes of giving the pupils information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

2 STUDENT ENTITLEMENT

Students in Years 8-13 are entitled:

- Learn about the full range of education and training opportunities available to them, including technical education qualifications and apprenticeships through options evenings, assemblies and group discussions and taster events
- Have at least six encounters with approved providers of apprenticeships and technical education:
 - Two encounters during Years 8 or 9.
 - Two encounters during Years 10 or 11.
 - Two encounters during Years 12 or 13.
- To understand how to make applications for the full range of academic and technical courses

3 MANAGEMENT OF PROVIDER ACCESS REQUESTS

3.1 Procedure

A provider wishing to request access should contact:

Mr H Williams Head of Careers

Email: hwilliams@Sacredh.lbhf.sch.uk

3.2 Opportunities for access

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. These include:

- Careers fairs
- Assemblies
- Workshops
- Employer and employee encounters
- Virtual engagements.

Please speak to our named Careers Leader to identify the most suitable opportunity for you. The school policy on [Safeguarding & Child Protection](#) sets out the approach to allowing providers into the school as visitors to talk to our students. See also the schools [Visitor Leaflet](#). All these documents can also be found on the school website.

<http://www.sacredhearthigh.org.uk>

4 GRANTING AND REFUSING ACCESS

Access to students will be granted based on the following criteria:

- The provider's ability to offer information that is relevant and beneficial to the students' career development.
- The provider's compliance with the school's safeguarding policies.
- The availability of suitable facilities and times.

5 INCLUSIVITY AND ACCESSIBILITY

The school is committed to ensuring that all students, including those with special educational needs and disabilities (SEND), have equal access to career opportunities. The policy will be implemented in a way that promotes inclusivity and diversity.

6 PREMISES AND FACILITIES

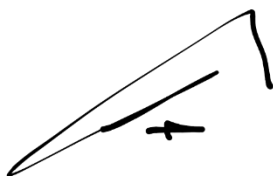
The School will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. We will also make available projectors and specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leaders. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Leaders who will distribute the relevant information to pupils.

7 REVIEW AND RATIFICATION

This policy (together with its appendix) has been approved by the Headteacher and the Curriculum Committee of the Governing Body in March 2025 and ratified by the Full Governing Body in April 2025. The policy will be reviewed annually.



Mrs S O'Donovan
Headteacher



Glen Hodgson
Chair of Governors