



*Saint Joseph's*  
CATHOLIC SCHOOL

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# **Provider Access Policy**

**Version 3.0 March 2023**

ST JOSEPH'S CATHOLIC SCHOOL  
CHURCH ROAD  
LAVERSTOCK  
SALISBURY  
SP1 1QY

<b>Success Criteria:</b>		
<b>Context/Aim:</b> This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purposes of giving them 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.		
<b>Monitoring Procedures:</b>		
<b>By Whom:</b> Governors' Pastoral Committee	<b>When:</b> Biannually	<b>How:</b> Reports to the Pastoral Committee of Governors
Evaluation:		
<b>By Whom:</b> Headteacher and Careers Adviser, Careers Leader, and Careers Coordinator	<b>When:</b> Biannually	<b>How:</b> Careers Adviser, Careers Leader, and Careers Coordinator to review provision <sup>2</sup>

<b>Revision History:</b>			
<b>Version</b>	<b>Approved and Ratified</b>	<b>Review Date</b>	<b>Additional Notes</b>
V 3.0	September 2023	September 2025	
V 2.0	September 2022	September 2023	
V 1.0	September 2018	September 2019	

<b>Vision Statement:</b>
<p>St Joseph's is a co-educational, 11-16 Catholic voluntary-aided school in the diocese of Clifton and the county of Wiltshire. Our aim is to provide a caring educational environment where each person is valued and is given the dignity due to a child of God.</p> <p>At the heart of our school is the Christian vision of the human person. We want each member of our community to grow as an individual witness to the gospel values of love, truth, and justice. We want each pupil to be healthy in mind, body, and spirit.</p> <p>Each member of our community should feel safe and secure in the learning environment. We aim to develop a sense of self-discipline and responsibility in our pupils. Everyone in our community should show respect for themselves, respect for others and respect for the environment.</p> <p>We believe that each pupil should have the opportunity to enjoy and achieve to their full potential. We are committed to praising and celebrating achievement. We want our pupils to have high expectations of themselves to understand the value of service to others and our responsibility as stewards of the environment. Everyone has a contribution to make in helping to build the common good. We aim to equip our pupils with the ability to make good choices in their lives based on the positive relationships and values they have learned in St Joseph's.</p> <p>We aim to help each of our pupils to develop morally and spiritually. We want them to achieve economic well-being while being mindful of the needs of others who are less fortunate.</p> <p>We are committed to aspiring for excellence in all that we do for the sake of the Gospel.</p> <p>Head teacher</p>

## Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purposes of giving them 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.

## Pupils' entitlement

Pupils in years 8 –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 evenings, assemblies and group discussions and taster events.
- 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 'first key phase' (years 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11).

These provider encounters will be 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

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 encounters checklist](#).

Meaningful online engagement is also an options, and we are open to providers who are able to provide live online engagement with our pupils.

## Previous providers

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

### **Partnerships with local employers, 14-19 providers in both education and training.**

Wiltshire Council, Careers and Enterprise Company, Chamber of Commerce, Department for Work and Pensions, Careers South-West Enterprise, Amazing Apprenticeships, STEM, Five Rivers Recruitment and WON (Wessex Outreach Network), Babcock International.

### **Employers who attended St Joseph's School to support our pupils with Mock Interview Day:**

ABC Networking Ltd	Jenny Cooper & Clare Threadgold – Wiltshire Creative
Andover/Sparsholt College	Motor Vehicle/Sport
Army Recruitment ACC Salisbury	National Citizen Service West
Assistant BTEC Sport Lecturer & Coach Saints Foundation	Neil Prigent – JASHair
Babcock International	Premier Fire Security
Blue Bee Solutions	Roger Thomas – Art of Training
Bluebird Care	Rosie Fellows – WIN : Bath University
Catholic Catenians	Sid Hayden – Avon Protection
Daniel Rhind-Tutt – Chamber of Commerce	Wiltshire College (Salisbury)
DSTL	Wiltshire Wildlife Trust
Five Rivers Recruitment	
WON – (Wessex Outreach Network)	

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### **Colleges/6th Forms/FE/HE/Employers who have supported us throughout the years delivering information sessions/workshops to our pupils:**

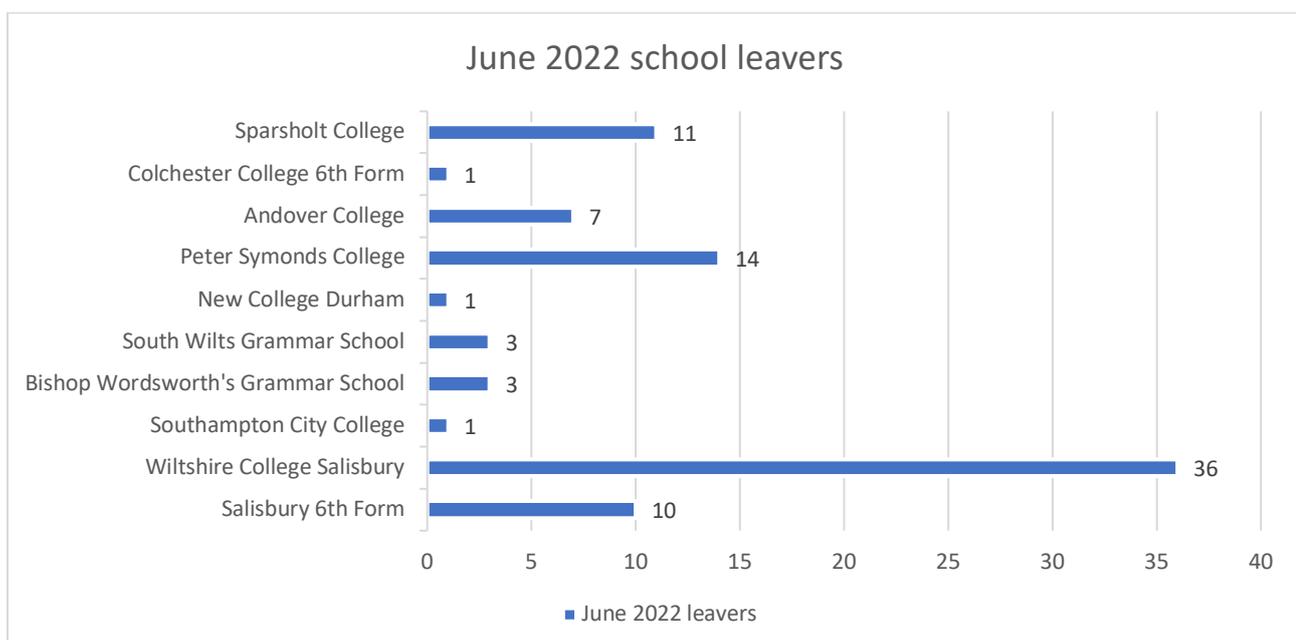
Andover College	Salisbury Army Careers Centre
ASK	Salisbury Museum
Babcock International	Sarum Academy
Bath Spa University	Solomon Theatre Company
Bishop Wordsworth 6 <sup>th</sup> Form	South Wilts Grammar School
Brockenhurst College	Sparsholt College
Burgate 6 <sup>th</sup> Form	Sports for Champions UK CIC
Careers and Enterprise Company	The Talent Foundry
Chamber of Commerce	Wessex Archaeology
Chelsea FC Foundation	Wessex Inspiration Network (WIN)
CSW Enterprise	Wessex Outreach Network (WON)
Department of Work and Pensions	Wiltshire College (Chippenham)
Education Business Partnership	Wiltshire College (Salisbury)
Five Rivers Recruitment	Wiltshire Council
Oxford University	Winchester University
Princes Trust	
Risky Business (H&S Training)	
Salisbury 6 <sup>th</sup> Form College	

## Skills Day 2022 – Partnerships with local employers, 14–19 providers in both education and training.

Andover College – Music	S6C – Marketing and Building a Brand
Andover College – Hairdressing	S6C – Film Directing
Andover College – Explore Andover College	S6C – Sport out on the field
Army – Out on the Field	Salisbury Museum – Routes into Heritage Museums, Archaeology and History
Arts University Bournemouth – Creative Careers	Sarum Academy – Exploring Sarum Academy
Babcock – Making Planes	Sodexo – Hospitality and Catering (Cake making)
Boeing – Making Parachutes	STEM – Measuring and Evaluating Sound
Careers at Sea	STEM – Civil Engineering and the Built Environment
DSTL – Engineering	Totally Living Care – Care
Five Rivers – Care Industry	Wessex Archaeology – Carousel of Archaeology
Go Green – Waste Management and Sustainability	Wiltshire College – Working with Green Screens
Haddon Training – Equine	Wiltshire College – Motor Vehicle
National Air Traffic Control – Air Traffic Control	Wiltshire Council – Apprenticeships
New Forest Education – Green Careers	
RACPD – Equine Apprenticeships	
RAF	

## Destinations of our pupils

In 2022 our year 11 pupils moved to a range of providers after school.



## Management of provider access requests

### Procedure

A provider wishing to request access should contact:

Mrs. F. Nobis

Assistant Headteacher

Telephone: 01722 335380

Email: [admin@sjcs.org.uk](mailto:admin@sjcs.org.uk)

### Opportunities for access

The school offers the six provider encounters by law (marked in bold text) and a number of additional events, integrated into the school careers programme. 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 to identify the most suitable opportunity for you.

	Autumn Term	Spring Term	Summer Term
<b>Year 7</b>		Challenging Stereotypes. Engagement with local businesses  Bath Spa University – Exploring HE and alternative options post 18 (Pupil Premium pupils)	Skills Day at St Joseph's Exploring different careers inviting in FE/HE, Training providers and local businesses.  Activities week – July 2022. Working with local education and business providers to experience different careers areas and develop skills.
	Autumn Term	Spring Term	Summer Term
<b>Year 8</b>		Bath Spa University Exploring HE and alternative options post 18 (Pupil Premium pupils)	Skills Day at St Joseph's Exploring different careers inviting in FE/HE, Training providers and local businesses.  Sparsholt College Futures Event: Exploring FE options  Activities week – July 2022. Working with local education and business providers to

			experience different careers areas and develop skills.
<b>Year 9</b>	KS4 Options Evening for Parents and Pupils 1:1 Guidance Interviews with Senior Leadership Team and Independent Careers Adviser	Bath Spa University Exploring HE and alternative options post 18 (Pupil Premium pupils)  Careers Collective Company delivery on "What is Career Development" workshop  Chamber of Commerce – Project supporting pupils to contribute to the City of Salisbury	Skills Day at St Joseph's Exploring different careers inviting in FE/HE, Training providers and local businesses.  Visit to Bath Spa University (Pupil Premium pupils)  Activities week – July 2022. Working with local education and business providers to experience different careers areas and develop skills.
<b>Year 10</b>	Launch of Work Experience	Life Skills – work experience preparation sessions  Interview Preparation Day  CV's, Letters of Application  EBP: Interview Techniques workshop  Mock Interview Day  Apprenticeship Delivery by ASK	Skills Day at St Joseph's Exploring different careers inviting in FE/HE, Training providers and local businesses.  Visit to Oxford University  Visit to Winchester University  Visits to: Wiltshire/Andover/Sparsholt/S6C FE Colleges  Work Experience visits to local businesses and virtual delivery through Careers and Enterprise Company  During Covid we continued to offer virtual work experience through Speakers for Schools and Springpod  The Talent Foundry Career workshop  Activities week – July 2022. Working with local education and business providers to

			experience different careers areas and develop skills.
<b>Year 11</b>	<p>Life Skills – assembly on opportunities at 16</p> <p>Delivery by all local College &amp; 6th Form Providers to Year 11 pupils about Post 16 Options</p> <p>Oxbridge ‘Raising Aspirations’</p>	Apprenticeship Delivery by ASK	<p>Skills Day at St Joseph’s Exploring different careers inviting in FE/HE, Training providers and local businesses.</p> <p>Finance – EBP: The true cost of living</p> <p>Speakers from local FE/6<sup>th</sup> Form Providers about Post 16 options</p>

Please speak to our named Careers Leader to identify the most suitable opportunity for you. The school policy on safeguarding <http://www.sjcs.org.uk/key-information/policies/> sets out the school’s approach to allowing providers into school as visitors to talk to our pupils.

## 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.

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.