



Provider Access Policy

Date Reviewed – Autumn 2 2025

Next Review Date – Autumn 2 2026

Policy Author – Ms J Ampah (Director of Careers)

*To inspire the minds of all generations through education, with fearless faith.
As a united community we demonstrate our Lasallian values of faith, service, and respect.*

Mission Statement

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Introduction

High quality careers education and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.

This policy includes The Department of Education, July 2021: "Baker Clause" and the Provider Access Legislation, January 2023.

St Joseph's College is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. St Joseph's College is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

St Joseph's College endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

1. Aims

The St Joseph's College policy for Access to other education and training providers has the following aims:

To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.

To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.

To reduce drop out from courses and avoid the risk of students becoming NEET (Young people not in education, employment or training).

2. Student Entitlement

St Joseph's College fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training and apprenticeships. The school will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships. This will be done in assemblies in National Apprenticeship

Week and National Careers Week, in addition to providers attending careers events at school or at each Trust school.

A number of events, integrated into our 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	Developing skills and aspirations, Careers, teamwork and enterprise skills, and raising aspirations (PSHE, Careers lessons)	Future careers workshop	Peter Jones – Developing Enterprise. Enterprise lessons designed to enable students to understand the processes involved in planning for and running their own businesses
8	Community and careers, Equality of opportunity in careers and life choices, and different types and patterns of work, Digital literacy, Online safety, digital literacy, media reliability, and gambling hooks. (PSHE, Careers lessons). Peter Jones workshops “Duty boy”	National apprenticeship week and national careers week activities	Peter Jones – Developing Enterprise. Enterprise challenges with the opportunity to compete against other pupil-led startups across the country
9	Setting goals, learning strengths, career options and goal setting as part of the GCSE options process, Morrisby assessment, employability skills, employability and online presence. (PSHE, Careers lessons). Army workshops.	Options and Careers assembly	LIFE Awards Qualification A financial education programme delivered via the London Institute of Banking. Experience of valuable financial education and key life skills on a ‘learning by doing’ basis
10	SJC Careers and Employability Fair including 30 leading local businesses, employers, further and higher education providers, financial decision making, the impact of financial decisions, debt, gambling and the impact of advertising on financial choices. (PSHE, Careers lessons)	Assembly with national Apprenticeship Service National apprenticeship week and national careers week activities	Work experience-Preparation for and evaluation of work experience and readiness for work Careers meetings Assembly with London South Bank University Tasters at John Ruskin College for targeted students.

Year Group	Autumn Term	Spring Term	Summer Term
11	<p>SJC Careers and Employability Fair including 30 leading local businesses, employers, further and higher education providers</p> <p>Building for the future, self-efficacy, stress management, and future opportunities. Next steps, application processes, and skills for further education, employment and career progression (PSHE, Careers lessons)</p> <p>The Big Interview</p> <p>One to one meetings</p>	<p>Assembly with Multiverse apprenticeships</p>	
12	<p>Preparing for personal guidance, Post 18 choices, Goal setting (PSHE, Careers lessons).</p> <p>SJC Careers and Employability Fair including 30 leading local businesses, employers, further and higher education providers</p> <p>University Insight days</p> <p>Enterprise lessons delivered through Peter Jones Foundation resources. Planning of social enterprise</p>	<p>National apprenticeship show.</p> <p>UCAS show</p> <p>Visits to Universities and employers.</p> <p>Enterprise lessons delivered through Peter Jones Foundation resources. Planning of social enterprise</p>	<p>Work experience-Preparation for and evaluation of work experience and readiness for work.</p> <p>Enterprise lessons delivered through Peter Jones Foundation resources.</p> <p>Planning of social enterprise</p>
13	<p>Preparing for personal guidance ,Finalising your personal statement</p> <p>Personal branding your CV (PSHE, Careers lessons)</p> <p>SJC Careers and Employability Fair including 30 leading local businesses, employers, further and higher education providers</p> <p>One to one meetings</p> <p>CV workshops</p> <p>Personal statement workshops</p> <p>Enterprise lessons delivered through Peter Jones Foundation resources. Planning of social enterprise</p>	<p>Apprenticeship application drop ins</p> <p>Enterprise lessons delivered through Peter Jones Foundation resources. Planning of social enterprise</p>	

Students in all year groups can request a meeting for impartial guidance on appropriate opportunities with Careers Lead Ms J Ampah throughout the year.

3. Development

This policy has been developed and is reviewed annually by the Careers Leader Ms J Ampah and Line Manager Ms E McIntyre based on current good practice guidelines by the Department for Education.

4. Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

5. Equality and Diversity

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. St Joseph's College is committed to encouraging all students to make decisions about their future based on impartial information.

6. Requests for access

Requests for access should be directed to Ms J Ampah, Careers Leader. Ms Ampah may be contacted by telephone or email, Jampah@sjc.ac, Tel. 020 8761 1426

Grounds for granting requests for access.

Access will be given for providers to attend during school assemblies, timetabled Careers or Life lessons, and Careers or Raising Aspirations events that St Joseph's College is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with St Joseph's College.

Details of premises or facilities to be provided to a person who is given access.

St Joseph's College will provide an appropriate room or assembly hall to be agreed. All rooms have computers, projectors and screens provided. Computer rooms can also be arranged. The Careers Leader or Careers Adviser will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a member of the Careers Team who will facilitate.

Live/Virtual encounters

St Joseph's College will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

Parents and Carers

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers.

Management

The Careers Leader coordinates all provider requests and is responsible to his/her senior management line manager.

7. Complaints Procedure

Any complaints about this policy should be raised to Ms Ampah, email: Jampah@sjc.ac .

Ms Ampah will raise the complaint to Mr G Mantillas (Co-Headteacher).

8. Monitoring review and evaluation

The Policy is monitored and evaluated annually via the Senior Leadership Team.

Policy Author: Ms J Ampah

Policy Reviewed: Autumn 2nd Half-Term 2025

Appendix

Providers who have been invited into St Joseph's College to date include:

East Surrey College

John Ruskin College

London Learning Consortium

Destinations of previous pupils from St Joseph's College include:

Westminster College

Riddlesdown College

East Surrey College

Harris Academy Crystal Palace

Coulsdon College

Carshalton College