



Longridge High School

Provider Access Policy Statement

Name of Person Devising Policy	Jack Wright
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Version	1

Longridge High School

Provider Access Policy Statement

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at Longridge High School for the purpose of giving them information about the provider's education or training offer.

Under Section 42B of the Education Act 1997 and the Skills and Post-16 Education Act 2022 we have a duty to provide pupils in Years 8-13 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.

What are pupils entitled to?

Pupils **must** be allowed to:

- Learn more about technical education qualifications and apprenticeship opportunities, as part of a careers programme which informs pupils of the full range of education and training options available to them at each transition point.
- Hear from a range of local providers about the opportunities on offer, for example, technical education and apprenticeships – this can be achieved through options evenings, assemblies, group discussions, and taster events.
- Understand how to apply to the full range of academic and technical courses available to them.

All pupils in **Years 8 to 13** will receive **at least six** encounters with accredited providers of technical education and apprenticeships. As a secondary school, these encounters will be divided accordingly:-

- In Year 8 or 9 all pupils must attend two mandatory sessions by accredited providers
- In Year 10 or 11 all pupils must attend two mandatory sessions by accredited providers

Who handles our access requests?

Any provider wishing to request access should contact our careers leader, **Mr Jack Wright, on 01772 782316** or via email on jsw@lhs.lancs.sch.uk.

What opportunities are provided to allow access to pupils?

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 pupils and/or their parents/carers. Longridge High School is committed to providing its pupils with access to information and advice on options through varied programme of careers education and guidance activities, which equip and enable pupils to make informed decisions and choices at key transition points during their time at Longridge High School and Post 16. Most importantly, it seeks to help pupils understand and prepare for the ever-changing and challenging work and career environment.

Classroom and extracurricular activities develop a range of attributes and good ethics. Longridge High School is continually developing encounters with employers for the purpose of role models, inspirational speakers, understanding the local labor market and jobs available.

Via our school careers programme, we offer providers numerous opportunities throughout the school year to speak to pupils and/or their parents. Our annual schedule of events is as follows: -

	Autumn	Spring	Summer
Year 7		<p>Introduction to Lancashire Labour Market Information (LMI) 'Start' programme as part of Learning for Life which supports pupils with Careers guidance</p> <p>National Apprenticeships week</p> <p>Preston College Apprenticeships Assembly</p> <p>National Careers Week</p> <p>CEIAG drop-down day (including Fire Safety, Medical Mavericks and Learn to earn)</p>	
Year 8		<p>Introduction to Lancashire Labour Market Information (LMI) 'Start' programme as part of Learning for Life which supports pupils with Careers guidance</p> <p>Preston College Apprenticeships Assembly</p> <p>National Apprenticeships week</p> <p>National Careers Week</p> <p>CEIAG drop-down day (including Pillar of Growth, Medical Mavericks and Learn to earn)</p>	
Year 9	<p>CEIAG drop-down day (including Northwest Ambulance, Bridge the Gap, Construction and Online Safety and Cyber Security)</p> <p>Introduction to Lancashire LMI 'Start' programme as part of Learning for Life which supports pupils with Careers guidance</p>	<p>KS4 Options evening with Parents</p> <p>Department for Work and Pensions Options Assembly</p> <p>Preston College Apprenticeships Assembly</p> <p>1-1 Careers interviews with Independent Careers Advisor (selected pupils)</p>	<p>Future U (UCLAN) Introduction to University Life</p>

		National Apprenticeships week	
		National Careers Week	
Year 10	<p>Work Experience Introduction</p> <p>CEIAG drop-down day (including CV writing and interview preparation)</p> <p>Road Safety Workshop</p> <p>T-Levels Event @ Blackburn College</p> <p>1-1 Careers interviews with Independent Careers Advisor</p>	<p>Taster Day Assemblies with the following colleges:</p> <ul style="list-style-type: none"> • Preston College • Newman College • Runshaw College • Blackburn College <p>ASK Apprenticeships Assembly</p> <p>Preston College Apprenticeship Assembly</p> <p>National Apprenticeships week</p> <p>National Careers Week</p> <p>Parents' Evening – Providers on hand to speak to Pupils and Parents</p> <p>1-1 Careers interviews with Independent Careers Advisor</p>	<p>Work Experience Preparation Workshops</p> <p>College Taster Days at:</p> <ul style="list-style-type: none"> • Preston College • Newman College • Runshaw College • Blackburn College <p>Apprenticeship Assembly</p> <p>Army Personal Development Day</p> <p>1-1 Careers interviews with Independent Careers Advisor</p> <p>Work Experience Preparation</p> <p>Work Experience Placements</p>
Year 11	<p>College assemblies delivered by the following providers to inform pupils about Post-16 pathways:</p> <ul style="list-style-type: none"> • Preston College • Newman College • Runshaw College • Blackburn College • Myerscough College <p>These assemblies have a follow-up drop-in session at lunchtime. Parents' Evening – Providers on hand to speak to Pupils and Parents</p> <p>Year 11 College application workshop facilitated by the 5 providers listed above.</p>	<p>Motivational Alumni talk</p> <p>CEIAG Drop-down Day - over 40 employers / providers / University representatives providing information, advice and guidance to all Year 11 pupils.</p> <p>Training 2000 Apprenticeship Assembly and Lunchtime Drop-ins</p> <p>ASK Apprenticeships Assembly</p> <p>National Apprenticeships week</p> <p>National Careers Week</p> <p>Parents' Evening – Providers on hand to speak to Pupils and Parents</p>	

	Revision and growth mindset workshop (Future U)	1-1 Careers interviews with Independent Careers Advisor	
	1-1 Careers interviews with Independent Careers Advisor	Year 11 personal college interviews	

The careers team work with our Enterprise Co-ordinator, Sam Bates at Inspira, and local employers to inform pupils of local and national jobs and skill gaps. All pupils will receive impartial and independent careers advice and guidance during their education at Longridge High School. The schools independent Careers Adviser offers targeted support for pupils in Years 10 and 11. The Careers Adviser, Claire Baker, is fully qualified to Level 6 and has over 22 years' experience.

In addition to the above, Careers is also taught through PSHE lessons. Year 11 pupils have mock interviews, access to careers information resources, prospectuses and are signposted to useful websites.

Who should providers contact to discuss events and options?

Providers can speak to our Careers leader, Mr Jack Wright, to discuss possible attendance at relevant events.

What are the rules for granting and refusing access requests?

We will grant access requests that meet the following criteria:

- Access to students and/or parents will be granted on the understanding that information and guidance offered by providers is related to technical courses and apprenticeship opportunities only
- Requests from Ofsted registered 11-19 providers
- Providers are GDPR compliant
- Providers are able to present impartial, unbiased and high-quality, age-appropriate content, meeting equal opportunity requirements
- Providers will be expected to meet the school's safeguarding requirements which can be found in the Safeguarding Policy Statement accessible on the school website

We will refuse any access request that:

- The need is being met elsewhere in the careers programme
- Imbalanced or conflicting views
- Not considered to be in the best interest of the pupils or is not relevant to the intended audience
- Timing conflicts with other events

What can providers expect once a request has been accepted?

Once we have approved a provider, we will work with them to identify the best method for providing access to our pupils.

We will make the school hall, classrooms and private meeting rooms available to host discussions between

providers and pupils. We will also make presentation equipment, such as projectors and televisions, available to providers.

Arrangements will be discussed in advance between our Careers leader, or our Careers Officer Diane Lovatt, and a nominated member of the provider's team.

Can providers leave prospectuses for pupils to read?

Providers are welcome to leave a copy of their prospectus and other relevant course literature with the our Careers Officer and the Careers team will ensure all pupils have access to these in the school Library and in the Careers office. This facility is available to all pupil's during PSHE lessons and during lunch and break times.

Approval and review

Longridge High School is committed to career learning and development and it intends to fulfil its statutory obligations. It supports the schools overall vision and is linked to the School Improvement Plan, Governors and has the support of the Senior Leadership Team, it has a high profile and a secure place for CEIAG within the school curriculum. The policy is linked to other school policies adhering to Health & Safety, Equalities and Safeguarding.

The Careers team meet regularly with the Enterprise Advisor Network and Senior Leadership Team to discuss and review the careers work in School. Pupil feedback is used to assess, analyse and improve activities in order to plan further provision and identify gaps through the pupil voice.

This policy statement was approved by the governing board on date. 9/7/25

The next review will take place on **date**. July 2026

Signed: N Riley **Chair of governors**

Signed: J Green **Headteacher**