



## **Rationale**

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.

It is 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.

## **Commitment**

Aylsham High School 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. Aylsham High School 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.

Aylsham High School 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).

## **Provider Access Legislation (2023)**

Aylsham High School is specifically working towards meeting the requirements for Provider Access Legislation (PAL), January 2023. We recognise, and are planning to meet, the statutory requirement for all schools and academies to provide opportunities for a range of technical education and training providers (including employers offering apprenticeships) to access all year 8 to 13 pupils - to inform them about approved technical education qualifications and apprenticeships. There is a minimum number of six provider encounters that every school must provide (from Year 7 to 13, including 4 from Year 8 to year 11).

As a minimum, we will offer:

1. Two encounters for pupils during the 'first key phase' (year 7 to year 9) that are mandatory for all pupils to attend.
2. Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend, to take place any time during year 10 or between 1 September and 28 February during year 11.

We will encourage **all** pupils to attend the encounters. We recognise that provider encounters that take place outside of school hours, for example parents evenings, do not count towards fulfilment of the legal requirement for six provider encounters.

We will work with each provider to provide information to pupils that, as a minimum, includes:

- information about the provider and the approved technical education qualifications or apprenticeships that the provider offers
- information about the careers to which those technical education qualifications or apprenticeships might lead
- a description of what learning or training with the provider is like
- responses to questions from the pupils about the provider or approved technical education qualifications and apprenticeships.

These encounters will take place in assemblies in National Apprenticeship Week and National Careers Week as well as through other planned careers activities, such as 'Futures Day' and planned transition assemblies for Year 11 students in the Autumn Term. Providers will include, for example: City College Norwich, Easton College, Paston College, University Technical College, Employers providing Apprenticeships such as the NHS (NNUH), Poultec, TrAC and other apprenticeship training providers.

### **Aims and student entitlement**

Aylsham High School's policy for providing access to other education and training providers aims to meet the entitlement of all students in years 7-11 to:

- Develop the knowledge and awareness of all career pathways available to them, including technical qualifications and apprenticeships, as part of a careers programme which provides information on the full range of education and training options available at each transition point.
- 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 equip them to make 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).
- Understand how to make applications for the full range of academic and technical courses.

### **Opportunities for access**

A full range of careers events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents.

Opportunities for engagement could include participation in a range of careers-related activities, including:

- Assemblies
- Tutor Times
- PSHE Lessons
- Curriculum Lessons
- Off-timetable Careers and Employability Events
- Options Information Evenings
- Small, targeted careers talks for selected groups of students
- Activities for national initiatives such as National Careers Week, National Apprenticeship Week and British Science Week

### **Development**

This policy has been developed and is reviewed annually by the Careers Leaders, Miss Emmalucy Wright, based on current good practice guidelines by the Department for Education.

## **Links with other policies**

It supports and is underpinned by key school policies including our Careers Education, Information, Education and Advice (CEIAG) Procedure, and the Child Protection, Equality and Diversity, and SEND policies.

## **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. Aylsham High School is committed to encouraging all students to make decisions about their future based on impartial information.

## **Requests for access**

Requests for access should be directed to **Miss Emmalucy Wright** Careers Leader.  
**[ewright@aylshamhigh.norfolk.sch.uk](mailto:ewright@aylshamhigh.norfolk.sch.uk)**

## **Grounds for granting requests for access**

Access will be given for providers to attend during school assemblies or other careers-related events that Aylsham High School is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with the school.

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

Aylsham High School will provide an appropriate room or assembly hall to be agreed. Rooms will be equipped with any presentation equipment such as computers, projectors and screens that are required. Computer rooms can also be arranged where possible for smaller groups. The Careers Leader or Guidance 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**

Aylsham High School 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.

## **Complaints Procedure**

Any complaints about this policy should be raised to **Miss Emmalucy Wright**, email: **[ewright@aylshamhigh.norfolk.sch.uk](mailto:ewright@aylshamhigh.norfolk.sch.uk)**. **Miss Wright** will raise the complaint to **Mr Phil Brockington, Deputy Head Teacher with responsibility for Careers**.

## **Monitoring review and evaluation**

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

**Policy Coordinator: Miss Emmalucy Wright**

**Policy Reviewed: December 2025**