



Pakefield High School

Provider Access Policy Statement



Approved by:

Date:

Last reviewed on:

Next review due by:



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Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13 (see more detail in section 2.1 below).

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these pupils.

This is outlined in:

- Section 42B of the [Education Act 1997](#)
- [Education and Skills Act 2008](#)
- [The School Information \(England\) Regulations 2008](#)
- The [Skills and Post-16 Education Act 2022](#)
- Guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](#)

This policy shows how our school complies with these requirements.



1. 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.

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.

2. Commitment

Pakefield 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 (see appendix 1-5). **Pakefield 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.

Pakefield 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).

3. Aims

Pakefield High School's 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).



4. Student Entitlement

Pakefield High School fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training and apprenticeships. All pupils in Years 8-11 are entitled:

- To find out about technical education qualifications and apprenticeship 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 events, assemblies, group discussions and taster events
- To understand how to make applications for the full range of academic and technical courses

5. Development

This policy has been developed and is reviewed annually by the Careers Leader Mrs M L Nunn and the Headteacher, Mr D Bagshaw, based on current good practice guidelines by the Department for Education.

6. Links with other policies

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

7. 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. The **Pakefield High School** is committed to encouraging all students to make decisions about their future based on impartial information.

8. Requests for access

Requests for access should be directed to **Mrs M Nunn**; Careers Leader. Mrs M Nunn may be contacted by email mnu@pakefield.org.uk

9. 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 **Pakefield**



High School is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with **Pakefield High School**.

Other providers will support the ambition of the school and its students by supporting them to achieve the highest grade possible.

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

Pakefield High School 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.

11.Live/Virtual encounters

Pakefield 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.

12.Parents and Carers

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

13.Management

The Careers Leader coordinates all provider requests and is responsible to his/her senior management line manager; Mr E Gibbons (Deputy Headteacher) and the Careers Governor; Mrs J Hall.

14.Complaints Procedure

Any complaints about this policy should be raised to **Mrs M Nunn** email: mnu@pakefield.org.uk

Mrs M Nunn will raise the complaint to **Mr P Dougherty**, Head of **Pakefield High School**

15.Monitoring review and evaluation

The Policy is monitored and evaluated annually via the School governing Body.



Appendix

Providers who have been invited into Pakefield High School to date include:

East Coast College
East Coast Sixth Form
East Norfolk Sixth Form
University Technical College Norwich
Apprenticeships Suffolk
WS Training

Destinations of previous pupils from Pakefield High School include:

Below provided as an example

East Coast College (Lowestoft and Gt Yarmouth Campus)
East Coast Sixth Form
East Norfolk Sixth Form
Sir John Leman High School
Suffolk New College (On the Coast and Suffolk rural, Otley)
Apprenticeships – employed status
Access to football sport academy – Lowestoft
Life skills Solutions
WS Training



Appendix 1 Year 7 Careers Overview

	Year 7 Life Lessons	Year 7 Form time	Year 7 Additional Opportunities	Benchmarks / CDI Framework
Autumn Term	1	Teamwork and Enterprise Skills [PHS C & A] [Start point quiz] Values and Career Choices – Booklet Lessons [FBV 3] [PHS C & A]		Benchmark 1 and 3 Grow
			East Coast College – Post 16	Benchmark 1 and 3 Grow
	2	Values and Career Choices – Booklet Lessons [FBV 3] [PHS C & A] Saving, Budgeting and Spending [PHS C & N]		Benchmark 1 and 3 Grow and Balance
				Benchmark 1 and 3 Grow and Balance
	3	Exploring Career and Workplace Skills [PHS C & A] Problem Solving [PHS C & N]	Apprenticeships Suffolk	Benchmark 1 and 3 Grow, Balance, Explore
				Benchmark 1 and 3 Grow
	4	Creative Thinking and Speaking and Listening Skills [PHS C & N] [End point quiz] Teamwork and Enterprise Skills [PHS C & A] [Start point quiz]		Benchmark 1, 3, 5 and 7 Explore, Manage, Create
				Benchmark 1 Balance
	5	Values and Career Choices – Booklet Lessons [FBV 3] [PHS C & A] Values and Career Choices – Booklet Lessons [FBV 3] [PHS C & A]		Benchmark 1 Balance
				Benchmark 1 Balance
	6	Saving, Budgeting and Spending [PHS C & N] Exploring Career and Workplace Skills [PHS C & A]		Benchmark 1 Balance
				Benchmark 1 Balance
	7	Problem Solving [PHS C & N]		Benchmark 1 Balance
				Benchmark 1 Balance
Spring Term	15		UEA – Workshops – Further Education Experience	Benchmark 1, 2, 3, 4, 5, Explore, Manage, Create
				Benchmark 1 Growth and Balance
	16			Benchmark 1 Growth and Balance
				Benchmark 1 Growth and Balance
	17		National Apprenticeships week	Benchmark 1, 2, 3, 4, 5, Explore, Manage, Create
				Benchmark 1 Growth and Balance
	18			Benchmark 1 Growth and Balance
		What is Parliament?	World Book Day – Guest Speakers	Benchmark 1 Growth and Balance



19		What happens in a General Election?	National Careers Week	<i>Benchmark 1, 2, 3, 4, 5,</i> Explore, Manage, Create
		What do MPs do?	British Science Week	<i>Benchmark 1</i> Explore, Create, Big Picture
20		How are political parties similar and different?		<i>Benchmark 1</i> Growth and Balance
		Can young people make a change?		<i>Benchmark 1</i> Growth and Balance



Appendix 1 Year 8 Careers Overview

		Year 8 Life Lessons	Year 8 Form time	Year 8 Additional Opportunities	Benchmarks / CDI Framework
Autumn Term	1				Benchmark 1, 3, 4 Growth, Create
				East Coast College – Post 16	Benchmark 1, 3, 4, 7 Growth, Create
	2			University Technical college Norfolk (UTCN) – what is the offer?	Benchmark 1, 2, 3, 4, 7 Growth, Explore,
					Benchmark 1, 3, 4 Growth, Explore,
	3			Apprenticeships Suffolk – assembly	Benchmark 1, 2, 3, 4, 7 Growth, Create
					Benchmark 1, 3, 4 Growth, Create
	4				Benchmark 1, 3, 4, 5, 7 Growth, Explore, Manage, Create, Big Picture
					Benchmark 1, 3, 4 Big Picture
	5				Benchmark 1, 3, 4 Big Picture
					Benchmark 1, 3, 4 Big Picture
	6				Benchmark 1, 3, 4 Big Picture
				UEA – Year 8 Workshops	Benchmark 1, 3, 4, 7 Growth, Explore, Big Picture
	7				Benchmark 1, 3, 4 Big Picture
					Benchmark 1, 3, 4 Big Picture
Spring Term	15				Benchmark 1,, 3, 4, Growth, Create
					Benchmark 1, 3, 4, 7 Growth, Create
	16				Benchmark 1, 3, 4, 7 Growth, Create
					Benchmark 1, 3, 4, 7 Growth, Create
	17			National Apprenticeships week	Benchmark 1, 2, 3, 4, 7 Growth, Create
					Benchmark 1, 2, 3, 4, 7 Growth, Create
	18				Benchmark 1, 2, 3, 4, 7 Growth, Create
				World Book Day – Guest Speakers	Benchmark 1,, 3, 4, Growth, Create, Explore,
	19			National Careers Week	Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
				British Science Week	Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture



	20				Benchmark 1, 3, 4, Growth
					Benchmark 1, 3, 4, Growth
					Benchmark 1, 3, 4, Explore, Manage, Create

Summer Term	27				Benchmark 1, 3, 4, Growth
					Benchmark 1, 3, 4, Growth
	28				Benchmark 1, 3, 4, Growth
					Benchmark 1, 3, 4, Growth
	29				Benchmark 1, 3, 4, Growth, Balance
					Benchmark 1, 3, 4, Growth, Balance
	30				Benchmark 1, 3, 4, Growth, Balance
					Benchmark 1, 3, 4, Growth, Balance
	31	Online Financial Safety and Gambling [PHS N] How Can I Budget Effectively? [PHS C & N]			Benchmark 1, 3, 4, Explore, Manage, Create
					Benchmark 1, 3, 4, Explore, Manage, Create
	32	How Can I Build Enterprise Skills? [PHS C & N]			Benchmark 1, 3, 4, Explore, Manage, Create
					Benchmark 1, 3, 4, Explore, Manage, Create



Appendix 3 Year 9 Careers Overview

		Year 9 Life Lessons	Year 9 Form time	Year 9 Additional Opportunities	Benchmarks / CDI Framework
Autumn Term	1		What options do I have this year?		Benchmark 1, 3, 4 Growth, Create
			What can option subjects provide for you?	East Coast College – what is the offer?	Benchmark 1, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
	2		How do I know if I am making the right choices?	University Technical college Norfolk (UTCN) – what is the offer (19.09)	Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
			Future opportunities – A Levels, T-Levels, vocational courses		Benchmark 1, 3, 4 Growth, Explore,
	3		Apprenticeships	Apprenticeships Suffolk – assembly	Benchmark 1, 2, 3, 4,, 5 7 Growth, Explore, Manage, Create, Big Picture
			Support with choosing your options		Benchmark 1, 3, 4 Growth, Create
	4		Planning My Future – Links to Careers Fair	East Norfolk Sixth Form College	Benchmark 1, 3, 4, 5, 7 Growth, Explore, Manage, Create, Big Picture
			What is news?		Benchmark 1, 3, 4 Big Picture
	5				Benchmark 1, 3, 4 Big Picture
					Benchmark 1, 3, 4 Big Picture
	6				Benchmark 1, 3, 4 Big Picture
					Benchmark 1, 3, 4, 7 Growth, Explore, Big Picture
	7				Benchmark 1, 3, 4 Big Picture
					Benchmark 1, 3, 4 Big Picture
Spring Term	15	GCSEs and Options [FBV 3] [PHS C & A] [Start point quiz] Setting My Goals for the Future [FBV 3] [PHS C & A]			Benchmark 1,, 3, 4, Growth, Create
				UEA – Year 9 Workshops	Benchmark 1, 2, 3, 4, 7 Growth, Create
	16	Employability [PHS C & A] Budgeting, Saving and Spending – Adult Life [PHS C & N]		Options Evening – information provided to students and parents	Benchmark 1, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
					Benchmark 1, 3, 4, 7 Growth, Create
	17	Making Decisions About my Future [FBV 3] [PHS C & N]		National Apprenticeships week	Benchmark 1, 2, 3, 4, 5, 7 Growth, Explore, Manage, Create, Big Picture
					Benchmark 1, 2, 3, 4, 7 Growth, Create
	18	GCSEs and Options [FBV 3] [PHS C & A]			Benchmark 1, 2, 3, 4, 7 Growth, Create



		[Start point quiz] Setting My Goals for the Future [FBV 3] [PHS C & A]		World Book Day – Guest Speakers	<i>Benchmark 1, 3, 4, Growth, Explore, Manage, Create, Big Picture</i>
	19	Employability [PHS C & A] Budgeting, Saving and Spending – Adult Life [PHS C & N]		National Careers Week	<i>Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture</i>
				British Science Week	<i>Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture</i>
	20	Making Decisions About my Future [FBV 3] [PHS C & N]			<i>Benchmark 1, 3, 4, Growth</i>



Appendix 4 Year 10 Careers Overview

	Year 10 Life Lessons	Year 10 Form time	Year 10 Additional Opportunities	Benchmarks / CDI Framework
Autumn Term	1	Launch Work Experience Process [PHS C & A] Exploring Job Sectors and Job Roles [PHS C & A]	What are my first impressions of GCSE's?	Benchmark 1, 3, 4 Growth, Create
			What career aspirations do I have for myself?	East Coast College – what is the offer? Benchmark 1, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
	2	Researching Work Experience Opportunities [FBV 3] [PHS C & A] Equality and Belonging [FBV 3&4] [PHS N] [Start point quiz]	Work Experience – where could I go?	University Technical college Norfolk (UTCN) – what is the offer? Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
			Assessing my strengths and weaknesses	Benchmark 1, 3, 4 Growth, Explore,
	3	Extremism and Radicalisation [FBV 3&4] [PHS N] Pornography [FBV 2] [PHS N]	Future opportunities – A Levels, T-Levels, vocational courses	Apprenticeships Suffolk – assembly Benchmark 1, 2, 3, 4,, 5 7 Growth, Explore, Manage, Create, Big Picture
			Apprenticeships	Benchmark 1, 3, 4 Growth, Create
	4	Revenge Porn [FBV 2] [PHS N] Launch Work Experience Process [PHS C & A]	Planning My Future – Links to Careers Fair	East Norfolk Sixth Form College Benchmark 1, 3, 4, 5, 7 Growth, Explore, Manage, Create, Big Picture
			What are human rights?	UEA – Year 10 Workshops Benchmark 1, 3, 4, 5, 7 Growth, Explore, Manage, Create, Big Picture
	5	Exploring Job Sectors and Job Roles [PHS C & A] Researching Work Experience Opportunities [FBV 3] [PHS C & A]	Do I have the right to say whatever I want?	Benchmark 1, 3, 4 Big Picture
			How can I revise effectively?	Benchmark 1, 3, 4 Big Picture
	6	Equality and Belonging [FBV 3&4] [PHS N] [Start point quiz] Extremism and Radicalisation [FBV 3&4] [PHS N]	What strategies can I use for my revision?	Benchmark 1, 3, 4 Big Picture
			How much time should I spend revising for each subject?	Benchmark 1, 3, 4, 7 Growth, Explore, Big Picture
	7			Benchmark 1, 3, 4 Big Picture
				Benchmark 1, 3, 4 Big Picture
Spring Term	15			Benchmark 1,, 3, 4, Growth, Create
				Benchmark 1, 2, 3, 4, 7 Growth, Create
	16			Benchmark 1, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
				Benchmark 1, 3, 4, 7 Growth, Create
	17		National Apprenticeships week	Benchmark 1, 2, 3, 4, 5, 7 Growth, Explore, Manage, Create, Big Picture
				Benchmark 1, 2, 3, 4, 7 Growth, Create
	18			Benchmark 1, 2, 3, 4, 7 Growth, Create



Summer Term			What is the Equality Act?		Benchmark 1, 3, 4, Growth, Explore, Manage, Create, Big Picture
	19	The Budgeting Money Game [PHS C & N] How Can I Ensure My Work Experience is Effective? [PHS C & A]	How can we balance human rights?	National Careers Week	Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
			What is international law?	British Science Week	Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
	20	Work Experience Preparation [PHS C & A]	What is the EU?		Benchmark 1, 3, 4, Growth
			What does the UK have to do with the United Nations?		Benchmark 1, 3, 4, Growth
	27		Work Experience Preparation		Benchmark 1, 2, 3, 4, 6, 7 Growth, Explore, Manage, Create, Big Picture
			Work Experience (10.06 – 14.06)		Benchmark 1, 2, 3, 4, 6, 7 Growth, Explore, Manage, Create, Big Picture
	28		Work Experience Evaluation	East Norfolk Sixth Form College – what is the offer?	Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
					Benchmark 1, 3, 4, Growth
	29				Benchmark 1, 3, 4, Growth, Balance
					Benchmark 1, 3, 4, Growth, Balance
	30				Benchmark 1, 3, 4, Growth, Balance
					Benchmark 1, 3, 4, Growth, Balance
	31				Benchmark 1, 3, 4, Explore, Manage, Create
					Benchmark 1, 3, 4, Explore, Manage, Create



Appendix 5 Year 11 Careers Overview

	Year 11 Life Lessons	Year 11 Form time	Year 11 Additional Opportunities	Benchmarks / CDI Framework
Autumn Term	1	Introduction to Post-16 Pathways [PHS C & A] Application Process/CV Writing/Preparing for Next Steps – External Provider? [PHS C & A]	How will I succeed in my final year at high school?	Benchmark 1, 3, 4 Growth, Create
		What career aspirations do I have for myself?	East Coast College – what is the offer?	Benchmark 1, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
	2	Application Process/CV Writing/Preparing for Next Steps – In-School Session [PHS C & A] Readiness for Parenthood [PHS N] [Start point quiz]	What employment qualities do I have?	Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
		What job roles interest me?	UEA – Year 11 Workshops	Benchmark 1, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
	3	Application Process/CV Writing/Preparing for Next Steps – External Provider? [PHS C & A] Application Process/CV Writing/Preparing for Next Steps – In-School Session [PHS C & A]	What can I do to support my dreams/aims?	Benchmark 1, 2, 3, 4,, 5 7 Growth, Explore, Manage, Create, Big Picture
		Voluntary work/experience	East Norfolk Sixth Form College	Benchmark 1, 3, 4 Growth, Create
	4		Planning My Future – Links to Careers Fair	Benchmark 1, 3, 4, 5, 7 Growth, Explore, Manage, Create, Big Picture
			Where does the government spend our money?	Benchmark 1, 3, 4, 5, 7 Growth, Explore, Manage, Create, Big Picture
	5		What is devolution?	Benchmark 1, 3, 4 Big Picture
			Am I allowed to vote?	Benchmark 1, 3, 4 Big Picture
	6		Is our current electoral system fair?	Benchmark 1, 3, 4 Big Picture
			How democratic is the UK?	Benchmark 1, 3, 4, 7 Growth, Explore, Big Picture
	7		Y11 MOCKS	Benchmark 1, 3, 4 Big Picture
			Y11 MOCKS	Benchmark 1, 3, 4 Big Picture
Spring Term	15		How can I prepare for 21 st Century jobs?	Benchmark 1,, 3, 4, Growth, Create
			What are National Insurance, Tax and Pensions?	Benchmark 1, 2, 3, 4, 7 Growth, Create
	16	Understand Money in Employment [PHS C & N] Application Process/CV Writing/Preparing for Next Steps [PHS C & A]	What is the minimum wage?	Benchmark 1, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
			How can I manage stress?	Benchmark 1, 3, 4, 7 Growth, Create
	17	Application Process/CV Writing/Preparing for Next Steps [PHS C & A]	How can I deal with disappointment?	Benchmark 1, 2, 3, 4, 5, 7 Growth, Explore, Manage, Create, Big Picture
			How am I going to effectively prepare for my upcoming exams?	Benchmark 1, 2, 3, 4, 7 Growth, Create



18		Y11 MOCKS		Benchmark 1, 2, 3, 4, 7 Growth, Create
		Y11 MOCKS		Benchmark 1, 3, 4, Growth, Explore, Manage, Create, Big Picture
19		What is 'Jury Service'?	National Careers Week	Benchmark 1, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
		How can I vote in a General Election?	British Science Week	Benchmark 1, 2, 3, 4, 7 Growth, Explore, Manage, Create, Big Picture
20	Application Process/CV Writing/Preparing for Next Steps – External Provider? [PHS C & A]	What do the councils do for communities?		Benchmark 1, 3, 4, Growth
	Application Process/CV Writing/Preparing for Next Steps – In-School Session [PHS C & A]			Benchmark 1, 3, 4, Growth