



Provider Access Legislation October 2025

Cardinal Heenan Catholic High School

Approved by:	Name: F&F Committee	Date: 16/10/2025
Last reviewed on:	Date: October 2025	
Next review due by:	Date: October 2026	

Name of School: Provider Access Policy Statement

Ownership: Cardinal Heenan Catholic High School

Date updated: October 2025

Introduction

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

Pupil entitlement

All pupils in years 8-13 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 events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

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.

Aims

Cardinal Heenan Catholic High School 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).

Commitment

Cardinal Heenan Catholic 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. Cardinal Heenan Catholic 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.

Cardinal Heenan Catholic 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.

In line with 'Statutory guidance, Careers guidance and access for education and training providers, May 2025', Cardinal Heenan Catholic High School will provide at least six encounters with approved providers of apprenticeships and technical education for all their students:

- Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend
- Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend
- Two encounters for pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend

	Autumn	Spring	Summer
Year 8	Assembly/event on Opportunities. Event for Universities, Apprenticeships and Technical Education Providers.	Assembly and tutor group opportunities	Assembly and tutor group opportunities
Year 9	Assembly/event on Opportunities. Event for Universities, Apprenticeships and Technical Education Providers.	Industry Day	Assembly and tutor group opportunities
Year 10	Assembly/event on Opportunities. Event for Universities, Apprenticeships and Technical Education Providers.	Assembly and tutor group opportunities	Work experience preparation sessions
Year 11	Assembly/event on Opportunities. Event for Universities, Apprenticeships and Technical Education Providers.	Industry Day	
Year 12	Post-18 assembly/workshops - HE and higher apprenticeship applications	Industry Day Workshops – HE and higher apprenticeship applications	Work experience preparation sessions
Year 13	Post-18 assembly/workshops - University Workshops – HE and higher apprenticeship applications	Workshops – HE and higher apprenticeship applications	

Please contact the Careers Leader to identify the most suitable opportunity for you.

Student Entitlement

Cardinal Heenan Catholic High School 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 Industry Day and during form-time.

Development

This policy has been developed and is reviewed annually by the Careers Leader and Line Manager (Joanne Roberts and Nicholas Kimberley) 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 those for Careers, Child Protection, Equality and Diversity, and SEND.

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. Cardinal Heenan Catholic 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 **Joanne Roberts**, Careers Leader. **Joanne** may be contacted by telephone or email: joanne.roberts@cardinal-heenan.org.uk telephone: 0151 235 1430

Grounds for granting requests for access

Access will be given for providers to attend during school assemblies, timetabled Careers or PSHE lessons, and Careers or Industry Day events that Cardinal Heenan Catholic High School is arranging.

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

Cardinal Heenan Catholic High School will provide an appropriate room or assembly hall to be agreed. All rooms will have a computer for provider presentation and screen provided to present. Computer rooms can also be arranged in advance. The Careers Leader 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

Cardinal Heenan Catholic 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 are invited to attend various events such as Industry Day.

Management

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

Complaints Procedure

Any complaints about this policy should be raised to Andrew Edwards, Deputy Headteacher - Email: a.edwards@cardinal-heenan.org.uk.

Monitoring review and evaluation

The Policy is monitored and evaluated annually via SLT.

Policy Coordinator: Joanne Roberts

Policy Reviewed: October 2025

Appendix

Providers who have been invited into Cardinal Heenan Catholic High School to date include:

- Hugh Baird College
- Knowsley Community College
- City of Liverpool College
- Access Industry Apprenticeships

Destinations of previous pupils from Cardinal Heenan Catholic High School include:

- Cardinal Heenan 6th Form
- Hugh Baird College
- Knowsley Community College
- City of Liverpool College
- St Helens College