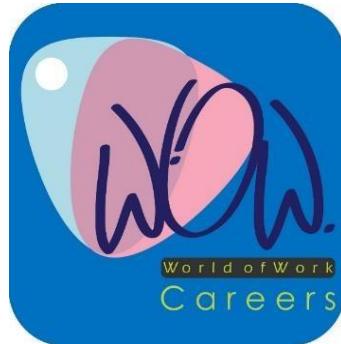




## St Thomas More: Provider Access Policy



### Introduction:

This policy statement sets out the St Thomas More Catholic Academy's arrangements for managing the access of providers to 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.

### Student entitlement:

All students in years 8 to 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.

At Saint Thomas More Catholic Academy we start engaging with students in discussions about possible career pathways from the start of Year 7.

For students of compulsory school age these encounters are mandatory and there will be a **minimum** of two encounters for students during Key Stage 3 (Years 8 to 9) and two encounters for students during Key Stage 4 (Years 10 to 11). For students in Key Stage 5 (Years 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for students to attend.



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These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and students from the provider)
- answer questions from students.

These encounters form part of our core CIAG provision that all students encounter within school.

## Meaningful provider encounters

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students using the [Making it meaningful checklist](#).

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our students.



## Previous providers

In previous years we have invited the following providers from the local area to speak to our students:

- ✓ Painsley Catholic College (specifically regarding T levels) [Home - Painsley Sixth Form](#)
- ✓ Stoke on Trent College [Home - Stoke-on-Trent College :Stoke-on-Trent College \(stokecoll.ac.uk\)](#)
- ✓ Stoke on Trent Sixth Form [Home - City of Stoke-on-Trent College Sixth Form College \(stokesfc.ac.uk\)](#)
- ✓ The Newcastle and Stafford Colleges Group [Two Campuses, One Destination | NSCG](#)
- ✓ Goodwin PLC [Goodwin PLC](#)
- ✓ Clive Durose Ltd. [Bespoke Wood Machining Experts - Clive Durose](#)
- ✓ Michelin [in the UK](#)
- ✓ Stoke on Trent City Council [SoTCC homepage \(stoke.gov.uk\)](#)
- ✓ BBC Share Your Story and Bitesize Careers team
- ✓ Career Ready [Home - Career Ready - National Social Mobility Charity](#)
- ✓ The NHS (Royal Stoke University Hospital)
- ✓ KMF [Sheet Metal Fabrication & CNC Machining Specialists | KMF Group](#)
- ✓ HSBC [UK - Personal & Online Banking](#)

Our local Careers Hub Manager is Carrie Abbot and we take a lead school role within the Stoke on Trent Hub.

All students have their own log in to our chosen careers platform Unifrog allowing them to build their knowledge and skills overtime before planning their own bespoke pathway at key transition points.



## We have also recently been supported by:

- ✓ The National Careers Challenge who work with all of our Year 7, 8 and 9 students [The National Careers Challenge | The Inspirational Learning Group](#)
- ✓ Alumni who have talked about their careers to various year groups, then networking and answering specific questions.
- ✓ Higher Horizons [Home - Higher Horizons](#)
- ✓ Staffordshire University [Home - Staffordshire University \(staffs.ac.uk\)](#)
- ✓ Keele University [Home - Keele University](#)
- ✓ Chester University [of Chester](#)
- ✓ Oxford University [of Oxford](#)
- ✓ Amb Insurance Companies Ltd. [amb Insurance | Home | Commercial Insurance Brokers | Staffordshire](#)
- ✓ Human Utopia [humanutopia | empowering young people to make positive change](#)
- ✓ Positively You [Positively You - A leading provider of student workshops](#)
- ✓ Lloyds Banking Group [Home - Lloyds Banking Group plc](#)
- ✓ Mettler Toledo Safeline [Industrial Metal Detection Systems | Safeline Metal Detector | MT](#)
- ✓ Reaseheath College [Reaseheath College | leading land-based college](#)



## Destinations of our students

Last year (Summer 2023) our **Year 11 students** moved to range of providers in the local area after school:

| Number of students | Percentage of cohort | Destination Post 16                   |
|--------------------|----------------------|---------------------------------------|
| 49                 | 25%                  | Trinity Sixth Form                    |
| 48                 | 24%                  | Newcastle and Stafford Colleges Group |
| 34                 | 17%                  | Stoke on Trent College                |
| 34                 | 17%                  | Stoke Sixth Form                      |
| 2                  | 1%                   | Other A level providers               |
| 3                  | 1.5%                 | Reaseheath                            |
| 8                  | 4%                   | Various training providers            |
| 13                 | 7%                   | Secured apprenticeships               |
| 3                  | 1.5%                 | Employment                            |
| 1                  |                      | Out of area                           |
| 4                  | 2%                   | Refusal to engage / NEET              |



Last year (Summer 2023) our **Year 13 students** moved to range of providers across the UK after their studies:

| Number of students | Percentage of cohort | Destination Post 16   |
|--------------------|----------------------|---|
| 16                 | 30.8%                | Keele University  |
| 19                 | 36.5%                | Various Universities across the UK (Not including Russell Group)                        |
| 4                  | 7.7%                 | Russell Group Universities including 2 students who secured places at Oxford University |
| 7                  | 13.5%                | Staffordshire University  |
| 2                  | 3.8%                 | Directly into employment  |
| 3                  | 5.8%                 | Currently seeking employment  |
| 1                  | 2%                   | Gap year  |



## Management of provider access requests procedure:

A provider wishing to request access should contact:

**Elizabeth Todd, Assistant Headteacher,**

**Telephone: 01782 882900**

**Mobile: 07845 832051**

**Email: [etodd@stmca.org.uk](mailto:etodd@stmca.org.uk)**

### 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 students and/or their parents/carers.

**Please speak to our Assistant Headteacher Mrs Todd, to identify the most suitable opportunity for you.**

An overview of our careers programme is available on our website. **However, for ease below are clear opportunities for all employers / training providers and post 16/18 FE and HE providers to engage. If these do not work for you please contact us to arrange more suitable time.**

**[careers@stmca.org.uk](mailto:careers@stmca.org.uk) will reach all members of the careers team**

Also note that this table only details the events planned that are for all / most students within a year group and that we need further support for. **There are many more smaller events for students across different year groups who are interested in particular careers.** This ensures that we provide relevant and timely information to every student as they need it. **Therefore, if you cannot find a date that suits here please contact us to arrange an alternative.**

As careers provision becomes increasingly bespoke at Key Stage 5 (post 16) this is in a separate section after the Years 7-11 provision



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## AUTUMN TERM 2024-25

| Years 7-9<br><br>RESILIENCE   | Years 10-11<br><br>INDEPENDENCE  |
|---|--|
| <p>Y7 - 2ENGAGE Workshop <b>10/9</b></p> <p>Y8 <b>Maths focused</b> university visit (50 students) <b>2/10 – all employer links welcome</b></p> <p>Y9 <b>Science focused</b> university visit (50 students) <b>9/10 – all employer links welcome</b></p> <p><b>Y7 Parents information evening – all employers / HE welcome 10/10</b></p> <p>Positively You work with all Y7 students on how to engage creatively with learning. <b>Any curriculum / career links welcome 18/10</b></p> <p>Y7 <b>English focused</b> university visit (50 students) <b>23/10 - all employer links welcome</b></p> <p><b>Week beginning 4/11 – launch of our careers in the curriculum competition.</b> Y7 (English), Y8 (Maths) and Y9 (Science) – <b>all employers / FE / HE providers able to provide links to careers within these subjects welcome to speak to the whole cohort / network with smaller groups etc.</b></p> | <p><b>16/9 Post 16 providers talk</b> for all Y10 and 11 students. <b>Please contact if you provide courses / opportunities for post 16 students and would like to share these opportunities with our students.</b> Follow up smaller groups for interested students can then be arranged</p> <p>Y11 week beginning 16/9 and 23/9 – Initial 1-1 careers interviews</p> <p>3/10 Human Utopia work with our Y11 students about becoming empowered to be their own person.</p> <p>14/10 SEND visit to SOT College with selected Y11 students. If any other <b>FE providers are able to provide an opportunity for visits / taster sessions please contact us</b></p> <p>18/10 Positively You – Resilience session for Y10 students</p> <p>22/10 – PWC talk selected Y11 students</p> <p><b>23/10 – Training providers visit for selected Y11 students. Please contact us if you are able to support</b></p> |



Week beginning 25/11  
 Y7 – visit by a lawyer  
 Y8 – visit by a representative from The Bank of England  
 Y9 – NHS talk (careers in the NHS)

**24<sup>th</sup> and 25<sup>th</sup> /10 CV writing workshop**  
**Y11 students – Brand Yourself. All employers / FE / HE providers welcome**  
**7/11 6<sup>th</sup> form open evening. All HE providers welcome to contact us and attend**  
 11/11 SEND visit – adaptions in the workplace focus for Y10-13 (selected students)  
 13/11 Human Utopia – Day 2  
**5/12 Y11 parents evening**  
**Apprenticeship providers / Training providers and HE providers able to attend**  
 13/12 Chester University Visit (available to all Y10 students)



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## SPRING TERM 2024-25

| Years 7-9  | Years 10-11  |
|--|--|
| RESILIENCE   | INDEPENDENCE   |
| <p>6/1 – Post 16 provider talk to all Year 7-9 students. <b>Please contact if you provide courses / opportunities for post 16 students and would like to share these opportunities with our students.</b> Follow up smaller groups for interested students can then be arranged</p> <p>22/1 Positively You – Creative approaches to learning / who am I? – Y8</p> <p>6<sup>th</sup> and 7th February – National Enterprise Challenge Year 7 and 8 – all students</p> <p><b>Wk beginning 3/3 – National Careers week. All employers, FE and HE providers welcome to support smaller groups or whole year group activities.</b></p> <p>13/3 – Y8 parents evening</p> <p>19-20/3 Year 7 university visit – all students</p> | <p>Wk beginning 13/1 Progress focus week – New Year – New You</p> <p>22/1 Positively You – effective study skills – Y10</p> <p><b>11/2 Apprenticeship Evening – all apprenticeship providers and colleges who support apprentices welcome.</b></p> <p><b>Apprenticeship cohort focus (Y11-13 students interested in securing an apprenticeship)</b></p> <p><b>24/2 CV writing focus</b></p> <p><b>10/3 – Application focus</b></p> <p><b>24/3 – Interview skills</b></p> <p><b>7/4 – First Impressions</b></p> <p><b>We would welcome any support from apprenticeship providers for these students who are seeking an apprenticeship this academic year</b></p> <p>28/2 – National Exhibition careers fair – selected KS4 students</p> |



|   |  |
|---|--|
| <p>20/3 Options evening</p> <p>19/3 Positively You – Making Informed Decisions (Y9)</p> <p><b>24/3 Options talks</b></p> <p><b>9/4 Year 9 parents evening</b></p> | <p><b>Wk beginning 3/3 – National Careers week (See Y7-9)</b></p> <p>5/3 – Y11 Human Utopia – Day 3</p> <p><b>WOW days – linking the school curriculum with the world of work for Year 10 option groups.</b></p> <p><b>26/3 , 3/4 , 9/4</b></p> <p><b>All employers and FE/HE providers welcome to support</b></p> |
|---|--|

## SUMMER TERM 2024-25

| Years 7-9  | Years 10-11  |
|--|--|
| RESILIENCE   | INDEPENDENCE   |
| <p>1/5 Year 7 parents evening</p> <p><b>Alumni celebration and networking</b></p> <p><b>12/5 – all alumni welcome. Please contact school about how you can support our students to aspire to be more</b></p> | <p><b>WOW days – linking the school curriculum with the world of work for Year 10 option groups.</b></p> <p><b>30/4 , 7/5 , 14/5 , 21/5</b></p> <p><b>All employers and FE/HE providers welcome to support</b></p> |

## **WORK EXPERIENCE      YEAR 10 – week beginning 30/6**

## **YEAR 12 – week beginning 14/7**



## Year 12 and 13

Sixth form careers provision is increasingly individualised to meet the needs of each student. The year starts in Year 12 with a visit to a university as part of the transition week. There is also whole year group opportunities to visit careers fairs and UCAS fairs.

Each week there is a different careers focus with talks and specialists visiting the sixth form to meet students. There is also a super curricular group who focus on preparing for the most competitive courses and apprenticeships. Another enrichment option focuses on working with students who would like to move directly into employment or an apprenticeship after their studies. All sixth formers meet with the careers team when needed throughout their two years of study.

**If you are able to support our sixth formers in any way please do contact us via [careers@stmca.org.uk](mailto:careers@stmca.org.uk) or ring school and ask to speak to Mrs Kerr.**

### Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)

### Premises and facilities:

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available Audio Visual and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team. Providers are welcome to leave a copy of their prospectus or other relevant course literature at the front office. This will be kept in the Careers office and Careers section in our school library both of which are managed by the school careers team. These areas are available to all students at lunch and break times.



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## Review:

Each year the programme will be reviewed by the career lead, careers advisor and any other relevant parties. They will look carefully at the impact of each activity, scrutinising student voice and the impact on destinations. The Compass Benchmark tool will also be utilised to assess accurately how much the programme is positively impacting on the school's ability to meet the Gatsby Benchmarks, this a statutory requirement. A revised programme will then be agreed and published.

## Approval and review

- Reviewed each Summer term using all available monitoring and evaluation data
- Approved by Local Academy Representatives: Annually at their Autumn board meeting

Signed:

Mr Mark Rayner  
Head teacher

Mrs Elizabeth Todd  
Assistant Headteacher  
CIAG Lead



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