



**Blackburn with Darwen L.A.**

St. Thomas's Centre

**Provider Access Policy**

# Provider Access Policy

**Review Date: September 2026**

## Introduction

This policy statement sets out the school'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.

### Pupil entitlement

All pupils 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.

**For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11). For pupils in the 'third key phase' (year 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 pupils to attend.**

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 pupils from the provider)
- answer questions from pupils.

### Meaningful provider encounters

One encounter is defined as one meeting/session between pupils and one provider. We are committed to providing meaningful encounters to all pupils 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 pupils.

### Previous providers

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

- Majority of students have attended Blackburn College, Accrington College, Burnley College, Cardinal Newman. NTLG, ASK Apprenticeships and Blackburn Rovers.

### Destinations of our pupils

Last year our year 11 pupils moved to range of providers in the local area after school including colleges, 6<sup>th</sup> forms, Traineeships and Apprenticeships.

## **Management of provider access requests**

### **Procedure**

A provider wishing to request access should contact Josh Thomas – Assistant Head / Careers Lead.  
Email [jthomas@stthomas.blackburn.sch.uk](mailto:jthomas@stthomas.blackburn.sch.uk) Tel: 01254 958401

### **Opportunities for access**

The school offers the six provider encounters required by law (**marked in bold text**) and a number of additional events, integrated into the school careers programme. (**See table below**)

We will offer providers an opportunity to come into school to speak to pupils or their parents or careers.

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

	AUTUMN TERM	SPRING TERM	SUMMER TERM
<b>Key Stage 1&amp;2 (Primary)</b>	<p>An introduction to the world of work through several interesting, engaging and interactive speakers from a wide range of employment sectors.</p> <p>This may also be done virtually by using a full range of online careers related materials. Curriculum guidance: PHSE Jigsaw.</p>	<p>An introduction to the world of work through several interesting, engaging and interactive speakers from a wide range of employment sectors.</p> <p>This may also be done virtually by using a full range of online careers related materials.</p>	<p>An introduction to the world of work through several interesting, engaging and interactive speakers from a wide range of employment sectors</p>
<b>Key Stage 3 (Yr8&amp;9)</b>	<p>Attendance at various careers related events and presentations:</p> <ul style="list-style-type: none"> <li>• Introduction to Careers guidance and the range of post 16 options available locally and nationally (School Careers Adviser)</li> <li>• Introduction to Apprenticeships and Traineeships (virtual/online materials may be used)</li> <li>• Speakers from a variety of employment sectors (in person or via webinars)</li> </ul>	<p>Continuation of learning about jobs and the world of work through presentations from guest speakers covering a variety of employment sectors such as:</p> <ul style="list-style-type: none"> <li>• Engineering</li> <li>• Hairdressing</li> <li>• Health and Social Care</li> <li>• Blackburn College inspiration days- Early years, Health and Wellbeing, Academic, Business, Creative Arts, STEM and Customer Service</li> <li>• <b>NLTG Speakers</b></li> <li>• <b>ASK Apprenticeships</b></li> <li>• Princess Trust Module Financial services</li> </ul> <p>This may also be done virtually by using a full range of online careers related materials.</p>	<p>Introduction and preparation for careers education, decision making and careers guidance interviews.</p> <ul style="list-style-type: none"> <li>• Transition</li> <li>• <b>Blackburn College &amp; University</b></li> <li>• PHSE Lessons on Living in the Wider world, Aspirations, Learning Skills and Careers</li> <li>• Democracy and British Values</li> <li>• Media Literacy and Digital Resilience</li> <li>• GCSE Pathway options meeting</li> <li>• IAG Support (interview with Career adviser)</li> <li>• Pathway Taster sessions</li> </ul>
<b>Key Stage 4 Yr10&amp;11</b>	<ul style="list-style-type: none"> <li>• Individual careers guidance interviews for Year 11 pupils</li> <li>• Attendance at the local career's convention- <b>'Blackburn's Inspiring'</b></li> <li>• All pupils encouraged to attend a full range of online tours, events and information sessions</li> </ul>	<ul style="list-style-type: none"> <li>• Continuation of careers guidance interviews and follow up interviews</li> <li>• NEET event in January at the Youth Zone - organised for us by the New Directions team</li> <li>• Apprenticeship talk and workshop</li> </ul>	<ul style="list-style-type: none"> <li>• Follow up careers guidance interviews with Year 11s</li> <li>• Initial careers guidance interviews with Year 10s</li> <li>• A full range of employer, College and Training Provider visits across Lancashire for all Year 10 pupils</li> </ul>

	<p>with FE colleges and 6<sup>th</sup> forms across Lancashire</p> <ul style="list-style-type: none"> <li>• Blackburn college assemblies (given by the college school liaison staff)</li> <li>• Presentations from local Training Providers</li> <li>• Preston Vocational Centre(construction)</li> <li>• Work experience opportunities available in a variety of occupational areas</li> </ul> <ul style="list-style-type: none"> <li>• Curriculum careers guidance – 2 x discrete careers guidance lessons per term within each subject.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Apprenticeships Talk service</b></li> </ul> <ul style="list-style-type: none"> <li>• Year 11 1:1 Personalised Career Action plan</li> </ul>	<ul style="list-style-type: none"> <li>• Traineeship talk</li> <li>• Presentations on entrepreneurial skills</li> <li>• Mock interviews</li> <li>• FE interview preparation</li> <li>• <b>New Directions Career Fair /Youth zone</b></li> </ul> <p><b>Curriculum careers guidance:</b></p> <ul style="list-style-type: none"> <li>• Princes Trust and PHSE -Preparing for Working Life. Career Planning. Money Matters</li> <li>• Curriculum careers guidance – 2 x discrete careers guidance lessons per term within each subject.</li> <li>• PHSE Living in the Wider world Career Planning, writing of CV, Mock interviews</li> <li>• Online websites National Careers</li> <li>• Indeed, and Total jobs research</li> <li>• BTEC Sport- Sports coach, Youth visit, Fitness &amp; Sport instructor, careers in sport</li> <li>• BTEC Travel &amp; Tourism - Careers in hospitality, Tourism, Customer care and Entertainment.</li> <li>• Careers in Art- Inspiring artists and roles in Creative arts.</li> </ul>	<ul style="list-style-type: none"> <li>• Introduction to HE degrees and foundation degrees at local Colleges including <b>Blackburn University Centre, UCLAN at Burnley College</b> and <b>HE at Myerscough College. Nelson &amp; Colne College, Accrington &amp; Rossendale College, T2000</b> and further afield at Edge Hill University. Year 10 Careers visit to places such as <b>North Lancashire Training Group (NLTG), Blackburn Rovers and Science Industry Museum.</b> Visit to care homes.</li> </ul> <p>Curriculum careers guidance</p> <ul style="list-style-type: none"> <li>• Making informed careers choices</li> <li>• Behaviour &amp; Practices in the Workplace</li> <li>• Curriculum careers guidance – 2 x discrete careers guidance lessons per term within each subject.</li> <li>• Knowledge and understanding in the different roles and responsibilities</li> </ul>
--	---	--	---