

## Sandbach School - Provider Access Legislation (PAL) Policy Statement and Arrangement (2022 Onwards)

Sandbach School is committed to providing impartial careers information, advice and guidance for all its students. It is important for students to be able to make informed choices based on the full range of learning and training routes available to them and at a relevant stage of transition.

The updated Provider Access Legislation (PAL) specifies schools must provide at least six 'provider encounters' that take place during the school day i.e.

- **Two encounters for pupils during the 'first key phase' (Yr 8 or 9)** - that are mandatory for all pupils to attend, to take place any time during Yr 8 or between 1 Sept and 28th Feb during Yr 9.
- **Two encounters for pupils during the 'second key phase' (Yr 10 or 11)** - that are mandatory for all pupils to attend, to take place any time during Yr 10 or between 1<sup>st</sup> Sept and 28<sup>th</sup> Feb during Yr 11.
- **Two encounters for pupils during the 'third key phase' (Yr 12 or 13)** that are mandatory for the school to put on but optional for pupils to attend, to take place any time during Yr 12 or between 1<sup>st</sup> Sept and 28<sup>th</sup> Feb during Yr 13.

We understand that this statutory legislation will help our learners to understand and take-up, not just apprenticeships, but wider technical education options such as T-Levels and Higher Technical Qualifications as well.

While we will continue to be proactive and approach providers ourselves, we are happy to consider provider 'access' requests from vocational training organisations, apprenticeship providers, UTCs, Colleges of Further Education and Higher Education establishments.

In the first instance, providers should consult with us about the possibility of an 'input' at our main calendared careers events e.g. Student 'Enrichment' Days, work related PSHCE sessions and our annual Careers Fair in March.

These events provide ample and ideal opportunities to speak to students about all academic and vocational routes. These usually take the form of assemblies, student forums, workshops and themed enrichment days throughout the year. The timings, facilities, parking and registration details are confirmed and then emailed out to speakers and exhibitors in good time before the event. Face-to-face or on-line presentations are welcomed (*depending on ICT protocols and the relevant safeguarding arrangements being put in place*).

We also have a number of whole year group and key stage assembly times which provide short-focused opportunities to speak to students about what providers have to offer? These assemblies typically run for a 30-minute period, one day a week (depending on the year group in question). These can be directed towards whole year groups in an assembly venue with full audio-visual support. Alternatively, assemblies can be offered to smaller groups of students and to groups of students with specialist interests. Currently, students attend Tutor sessions or assembly times between 10.50 a.m. to 11.20 a.m. Although assembly or presentation times are available throughout the Autumn and Spring terms, at other times, our halls are used for exams and so assemblies do not take place as frequently.

If a provider is unable to visit as part of our regular PSHCE sessions and Careers programmes (or requires different circumstances or timings), then they should contact our Careers Leader (Steve Mills) outlining the relevant details of their request i.e. *the role of the training, vocational or apprenticeship provider you represent, the aim of the presentation, if the request is for an assembly slot, the length of the talk or presentation, the target year group for the session or presentation, what display or other facilities the session would require, how many provider staff (and names of staff) that will be visiting and what support from school staff you would require on the day.*

Ideally, all requests should be emailed at least 6 weeks (a school half-term) in advance of an expected date for the planned session. All requests will be given due consideration by our Careers Leader and Senior Leadership / Zone Manager. *NB\** Requests may be deferred if:

- they impinge on students' preparation for public or internal exams
- they clash with other school events such as visits, other speakers, well-being days, school photographs, sports days, public or internal exams, parents' communication events etc.
- the school is unable to provide staff to support the presentation or talk due to previous commitments
- rooming for the talk or event is unable to be found due to timetabling clashes on the preferred dates.
- they do not satisfy our safeguarding protocols

If you are a provider, and would like to enquire about the availability of assembly times, or to make other access arrangements, such as virtual inputs, then email our Careers Leader, Steve Mills [smills@sandbachschool.org](mailto:smills@sandbachschool.org), with an outline of your request.

A response to any request will come via the school Careers Leader. Following approval, we will provide clear instructions before the event on visitor parking, visitor registration, a contact member of staff and their contact details, the teaching room or venue to be used for the session and the presentation facilities the space offers.