

**Lancaster Royal Grammar School**  
**Careers Provider Access Policy**



**Number 22**

**Date Approved by the Board of Trustees**  
**July 2025**

### **Introduction**

This policy statement sets out Lancaster Royal Grammar School's arrangements for managing the access of providers to pupils at the school for the purposes 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.

Our careers programme helps our pupils to understand their interests, skills and strengths so that they can make informed choices about their education and the world of work. We are embedding careers across the curriculum to enable pupils to understand how each subject might relate to possible future careers.

### **Student entitlement**

LRGS will ensure that pupils receive appropriate information, advice and guidance so that they can make informed choices at each transition point. At LRGS, our careers advisor, Carol Hope, provides impartial advice and information about the options available to pupils when it comes to education, training and careers. In addition to providing a comprehensive range of in-house careers-related activities, LRGS also works with external providers and employers to ensure that the school implements the Gatsby benchmarks:

1. A stable careers programme
2. Learning from careers and labour market information
3. Addressing the needs of each student
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

Students in Years 7-13 are entitled:

- To access independent careers advice and guidance from a qualified practitioner.
- 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 and employers about the opportunities they offer, including technical education and apprenticeships – through options evenings, assemblies, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses. Where face to face meetings are not suitable, virtual / online alternatives will be offered.
- To learn about Labour Market Information to understand different sectors, growth areas, potential earnings and different routes available.

To comply with provider access legislation, LRGS will ensure that there are a minimum of two encounters with providers of technical education and / or apprenticeships for each key stage. These events will be recorded on the Compass+ tool from the Careers & Enterprise Company which helps LRGS evaluate careers activities against the eight

Gatsby Benchmarks. We use the Future Skills Questionnaires for pupil evaluation of their career readiness and skill confidence, capturing pupil aspirations and sector interests. This information helps inform and refine our career provision. The school also subscribes to the Unifrog platform which is used by pupils to record their workplace encounters and reflections.

### **Opportunities for access**

LRGS offers a number of events integrated into the school's careers programme including year group assemblies, insights fortnights, workplace visits, options evenings, employer visits, group discussions and taster events. LRGS offers a wide range of careers related activities within and beyond lessons so that pupils gain an insight into the world of work. These include engagement with: local colleges; local, national and international universities; local and national apprenticeships; and local and national businesses. This engagement ensures that pupils gain knowledge and experience of further and higher education as well as apprenticeships and employment opportunities. We also produce a weekly careers email with a careers newsletter attached to give insights into work experience opportunities, universities, apprenticeships, employers and LMI.

Decision-making around options and careers planning and preparation feature in the Values, PSHE and assembly programmes throughout the Key Stages. Sixth Form students engage with the PuP award (<https://www.lrgs.org.uk/pupaward>) which recognises, develops and enhances experience and achievement in a work-related environment through a variety of activities (work experience, community volunteering, in-school service, and careers and employability workshops). LRGS also holds a careers fair every two years which all year groups attend.

LRGS offers providers an opportunity to come into school to speak to pupils and/or their parents and we offer virtual experiences and opportunities as appropriate. The events enable pupils to gather information on careers through the different routes available, to ask questions, and ensure that pupils make realistic and informed decisions on their career decisions.

In Year 10, all pupils take part in a work experience visit to a local organisation or business. Pupils have a menu of around 8 different employers that they choose from. These cover key sectors in the local area including health care, education and engineering. These visits allow pupils to meet and engage with a range of professionals within each organisation / company. Pupils also do preparatory and reflective tasks to ensure that visits are as meaningful as possible.

LRGS shares details of college and university open days, apprenticeship information and employment opportunities via email and assembly announcements to relevant year groups. Pupils are also informed about the application process for the full range of academic and technical courses. Support will be given to pupils wishing to take up these opportunities via the school's Independent Careers Adviser, Carol Hope, who offers impartial information, advice and guidance on all the opportunities to pupils at key transition points including all the Year 11s as per government guidelines.

We are aware of the ambition to move towards a programme of modern work experience for pupils. We are looking at opportunities linked to this, and we will review and respond to the developing guidance.

To contact Carol Hope, Careers Advisor: Telephone: 01524 580600

Email: [chope@lrgs.org.uk](mailto:chope@lrgs.org.uk).

Careers Lead: Sarah Haigh (Deputy Head, Curriculum)

Careers Coordinator: Louise Wareing

Lancaster Royal Grammar School's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website [www.lrgs.org.uk](http://www.lrgs.org.uk).

### **Premises and Facilities:**

LRGS will usually use the main hall for year groups and appropriate spaces if private meeting rooms are required for discussions between the provider and students/parents. We will make available IT and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Lead / Careers Coordinator. Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Lead who will distribute accordingly.

Providers who have previously spoken to our pupils include:

- Lancaster and Morecambe College
- Myerscough College
- Kendal College
- Lancaster University
- Manchester Met University
- BAE
- EDF
- Army
- NHS

### **Destinations of our pupils:**

Last year, some of our year 11 pupils moved to a range of providers in the local area after school, including Ripley St Thomas C of E Academy, Cardinal Newman College, Lancaster & Morecambe College, Myerscough College and Kendal College. Some years, pupils gain apprenticeships with providers like BAE.

Last year our year 13 pupils moved to range of providers in the local area after school, including Lancaster University, University of Cumbria, University of Central Lancashire and apprenticeships with BAE. Students also started employment with local firms.

### **Parents/Carers:**

Parents and carers play a vital role in supporting pupils to understand their options and careers choices. We encourage parents / carers to attend a range of events including but not limited to parents' evenings, Open Evening, University talks and EHCP reviews. We support parents to access and understand information enabling them to engage in careers conversations with their children.

Parents who may be interested in contributing to the Careers Programme should contact the School Careers Lead below.

### **Management of provider access requests procedure:**

A provider wishing to request access should contact:

Miss S Haigh, Deputy Head (Curriculum)

Telephone: 01524 580600

Email: [shaigh@lrgs.org.uk](mailto:shaigh@lrgs.org.uk)

To be reviewed in July 2027.