

## Y10 CEIAG update: RE Post 16 Progression 2020-21

Dear Parent/Carer,

I am writing to you at this time to explain the CEIAG resources and support that we are currently putting in place at Smithills School for your son/daughter.

As your son/daughter is currently in year 10, they would normally have already taken part in work experience and would now be starting to prepare for College taster days to help them plan for their post 16 progression. Under the current circumstances and covid 19 climate, it is highly unlikely that the Y10 college transition days will take place this year. We are hopeful that assemblies will be permitted on our return to school and we can continue to invite individual providers to talk to students about their Post 16 options. However as we currently do not know when normal services will resume, we would like to ensure resources are available for year 10 to access online immediately and which they can continue to access at the start of year 11, when making applications for their Post 16 education or training.

It is therefore imperative that students in year 10 access the support available online and on our School website under the Careers section. This is an important time to start making the necessary preparations for their progression and to research for themselves which route might be most suitable for them; a further education college, sixth form or apprenticeship.

As I am sure you will be aware, by law, students must continue in further education or employment with training until they reach 18. As applications to college need to be made the year prior to their enrolment, students need to start the process of researching options available to them from Year 10, and will be expected to start submitting applications for college places at the start of Year 11, between October and December. Some applications will require personal statements to be prepared in advance and submitted, whilst a CV's will be required for those interested in applying for an apprenticeship. Resources to support students will be made available on the school website by following the link below.

<https://www.smithillsschool.net/careers-students>

All students have access to XELLO and are able to use this online resource to explore a variety of Post 16 providers generally as well as research career and employment opportunities of interest to them. There are also links to each post 16 provider enabling them to explore specific establishments in more detail.

<https://login.xello.co.uk/>

In Year 11, students will have access to additional support through assemblies and visiting speakers of different institutions, and through specific session zero sessions. We will be publishing the dates all College Open evenings which usually start from October. We will publicise the dates of these events well in advance at school, both through the Careers Weekly Bulletin and on the school website. You may also wish to attend the Futures-4-Me Careers Fair with your son/daughter to explore their options further and talk to the experts. This is an annual event and would normally take place in September.

As students already have a good understanding of their academic 'routes' they should be able to determine the level of study they will be eligible to progress onto post 16. They will also need to use ongoing assessment data provided by individual subject teachers, consider their progress reports and mock examination results to ensure they are making realistic choices. As final decisions are made and applications submitted, your child should find themselves to be in a strong position and able to apply themselves to their studies, securing excellent examination results in the summer which in turn will secure a place with their chosen provider.

Admissions Interviews for colleges may start in the autumn term but will generally be ongoing throughout the spring term. This could be in school as with Bolton 6<sup>th</sup> Form College or at the institution itself. Many institutions will now text or email students a date for interview but they will then need to follow the link provided to access the online booking system and ***book a time slot to attend an interview***. Students are advised to read any letters, texts or emails they receive very carefully as each institution operates different systems.

Once interviews have been completed, conditional offers will be made. This does not mean they have to go to the college; this decision will be made on results day when students have actual results and can then make a final decision about which courses to enrol on with their chosen institution.

Should you need further information, advice or guidance, you are very welcome to contact careers by emailing [j.isaacs@smithillsschool.net](mailto:j.isaacs@smithillsschool.net). Once we return to school, I am available to support students in school in the careers area which is currently located at lower school (L2).

I would like to take this opportunity to thank you in advance for any encouragement and support you are able to provide for your child and wish them every success as they move through into their final year at Smithills School at the start of the new academic year.

Yours faithfully,

*J Isaacs*

Careers/ Work Related Learning Co-ordinator