



Student Careers Pack

A Guide to help you explore career ideas and plan your next steps after Year 11



Anna Finlason - Careers Adviser ©2021- 2022

Contents

Section 1: Discovering more about yourself and Careers

- i) The importance of you getting to know *you*
- ii) Strengths, skills and what you enjoy
- iii) Task: Where are you now + Take Action!
- iv) Personality and Careers Quizzes
- v) Career Websites

Section 2: Post 16 options and Qualifications at Entry Level, Level 1, 2 and 3 – something for everyone!

Section 3: The UK National Qualification Framework

i) Levels 1-8

Section 4: Further Education –

- i) Sixth Forms
- ii) Further Education College

Section 5: Looking ahead: Higher Education (university)

Section 6: Apprenticeships – from GCSE to degree level

Section 7: Understanding Grades –

GCSEs, A-Levels, Applied Levels, Vocational (e.g. BTEC)

Section 8: Preparing yourself - *top-tips*

Section 1: Discovering more about yourself and careers

i) Getting to know you!

Knowing yourself...Your

- **Strengths** (what you're especially, naturally good at)
- Skills (*soft and *hard skills you have developed already, and want/need to develop in the future – *more about these later)
- values (what is important to you)
- **preferences** (what you prefer/like most)

As well as...

- what you enjoy
- what brings you the most fulfilment / satisfaction

...Can help you:-

- 1) Consider careers which may suit you well and you'll enjoy!
- 2) Discover **routes** into those careers, which suit you best (e.g. education, apprenticeship, etc. more about these later (3))

Consider the following...



Section 1: Discovering more about yourself and careers

ii) Strengths, skills and what you enjoy

TASK: Get some paper/a book or create a computer file – call it 'Career Ideas', 'My Career Plans', or something similar. In it - begin to brainstorm – think about what makes you, YOU – write down/type out your abilities, skills, strengths and the things you really enjoy...

A few examples:

School subjects you are good at / really enjoy at school -

- Where you achieve your best grades
- When you have achieved a clear outcome won a prize or commendation for a piece of work / artwork / written work, etc.
- An ability to communicate in another language
- A subject/s you especially enjoy

A strength or skill you have acquired in your spare time – at a club, or at home –

- learning to play a musical instrument
- achieving a badge as part of a Uniformed organisation, e.g. Scouts, Girls'/Boys' Brigade, Guides, Air Cadets, Sea Cadets, Army Cadets, Volunteer Police Cadets, etc.
- You love cooking others tell you they like a particular dish you make
- You are able to fix and mend things bikes, computers, clothes
- Working with computers, small business ventures
- Success within a sport within a team, competitively, or achieving at a certain level e.g. different belts within Judo, School, Local, County or National Teams, etc.

Can you think of any more strengths and skills? Why not ask at home, your friends, and teachers too what they think you are good at...Write them down.

Don't worry if you are unable to think of many examples right now, your abilities and hard skills will grow as you go through life and acquire more!

A quick word about skills, strengths and weaknesses:

Thinking about what you're good at and enjoy may be new to you, but now is a very good time to start. To help you, below are some word meanings and examples to help you...

To learn more about the various types of skills – please see the following page...

SKILLS

What is a 'hard skill'?:

A hard skill does not mean it is difficult. It refers to a "talent, skill, or proficiency in a particular area". They are easier to measure.

"Hard skills are teachable abilities or skill sets that are easy to quantify (measure). You typically learn them through the classroom, at work or through studying training/teaching resources." In other words, they are measurable through exams, assessment and observation.

Soft/Transferable Skills

A definition of a Soft Skill - Wikipedia describe soft skills as:

"...a combination of people skills, social skills, communication skills, character or personality traits, attitudes, career attributes, social intelligence and emotional intelligence quotients, among others, that enable people to navigate their environment, work well with others, perform well, and achieve."

A definition of Transferable Skills - Indeed.co.uk describe them as follows:

"...**Transferable skills**, also known as "portable skills," are qualities that can be transferred from one job to another. You likely already possess many transferable skills employers want, like organization or strong communication. You can strengthen those skills and develop new ones that employers value across industries and jobs."

Soft and Transferable skills are highly sort after by employers and universities. They are more difficult to measure, but you can show you have them through providing examples – e.g. developing strong teamwork skills through playing sport or resilience through overcoming obstacles you have faced.

TASK: Research the words below. Write down their meaning. List ones you already have, and give examples of when and where you use them (e.g. analytical thinking in English Literature and History lessons). You can ask at home, your teachers, or talk about it with your friends.

Also write down/type those you would like to work toward or improve upon. Using SMART goals – how will you do it?:

Adaptability
Analytical Skills
Critical thinking

Commercial awareness

Communication

Creativity

Decision making

Flexibility Initiative

Innovation

I.T. Skills

Leadership

Negotiation

Networking

Numeracy Skills

Organisation
Presentation skills
Problem solving
Research
Resilience
Teamwork

Time management.... and motivation!

There are more soft/transferable skills, can you find them online?

Strengths: These include the things which come naturally to us – you may be especially good at organising, leading, teamwork, listening, speaking, making cakes, fixing things. When we use our strengths we often feel especially good and it feels most natural/easy for us to do those things.

A word about weaknesses: It is good to be self-aware. While we do not need to focus on our weaknesses all the time, it is important to be aware of areas you need to work on – is it time management? Or teamwork? How can you improve on your weaknesses? Employers will be keen to know how you are working on your weaknesses too. Always seek to frame weaknesses in a positive way and let Employers know you are working on them. A common interview question – Tell us about your strengths and weaknesses! Start preparing now, it will help you ©.

We can link strengths, skills, and what we enjoy to different types of careers – to help you choose the type of work which will suit you, really think about these things.

Can you see what is in the picture below?

It's a butterfly emerging from its chrysalis. In many ways, we can draw an analogy from the butterfly – in life, we go through different stages. We develop, change and grow. During year 11 you are considering who you are and what you might do with your life relating to work... there is so much potential in YOU! What you choose now may even change in the future...that's okay too. Growth and change are positive. Some people follow one career in their lifetime, others have many careers.

It's all okay...



<u>This Photo</u> by Unknown Author is licensed under <u>CC BY-SA</u>

Where are you now? + take action TASK: (Photographs courtesy of Liane Hambly)

Pick one (or more) picture that reflects how life after your studies looks to you. Describe the picture/s. Notice any feelings. Is there anything you'd like to change about it? What does that tell you – is there any action you could take?



What <u>actions</u> can you take to help you prepare and feel empowered around your next steps? Here are some suggestions:

- **Take** careers and personality quizzes
- Write down your interests, strengths, skills, values and preferences
- **Research** Job Sectors and Job Profiles on-line via careers websites
- **Share** ideas with Teachers, those at home and friends
- Talk through ideas and options with your Careers Adviser
- **Research** your options for after Year 11
- Book and attend Open Events at Sixth Forms and Colleges
- **Check** Google Classroom daily for updates
- **Find** work experience (virtual / face-to-face)
- Think about careers which inspire you!

ACTIONS you are going to take to help you prepare for your future:

	ACTION	TIME FRAME (by when)
1		
2		
3		
4		
5		

Important skills for career management and planning

Did you know that there are specific skills that can help us plan and manage our careers (whether we are in a phase of education, training or working)? The following skills are key in helping us prepare for the future. The great news is – you may already have them, and if not - it's not too late to work on/improve them (we are all a work in progress (3))...

Adaptability: "I am good at adapting to new situations."

Accessing support: "I feel supported and am happy asking for help when I need to."

Curiosity: "I'm interested in alternative options."

Control: "I take responsibility / rely on myself."

Decision-making: "I can be decisive when I need to be and know what influences

my decisions."

Information

Technology: "I can use IT for research, networking and applying on-line."

Knowledge: "I know what paths are open to me."

Motivation: "I am ready to get going / take action."

Networking: "I know people who open doors / help me find opportunities."

Open to feedback: "I take useful feedback on board."

Optimism: "I can remain positive when things get tough."

Persistence: "I see things through / don't give up easily."

Planning / being

Prepared: "I am able to set goals and plan the steps I need to take."

Problem-solving: "If I have a problem, I can usually find my way around it."

Realism: "I'm aware of the challenges ahead and can compromise if

required."

Research skills: "I can use different methods to find out about options."

Resilience: "I can bounce back when things don't work out."

Risk taking: "I believe it's better to try and fail than not to try at all."

Self confidence: "I generally feel good about myself."

Self knowledge: "I know my interests, values, strengths and what I need to work on."

Self presentation

Skills: "I create a good impression in person and on-line."

Social Confidence: "I get on well with different kinds of people."

Section 1: Personality and Careers Quizzes – a great way to find out more about exciting career options – Become inspired!



Complete Personality and Careers quizzes at:

- www.icould.com or via www.ucas.com ('Buzz Quiz'- short Personality and career matching test)
- www.prospects.ac.uk (You will need to register online)
- www.sacu-student.com (You will need to register online)
- https://www.16personalities.com/ (Learn about yourself and what makes you, you also see the careers page to find out which careers may suit your personality)



Research careers, find job profiles and related information at:

- <u>www.careerpilot.org.uk</u> (excellent all-round website including information, skills matching and videos)
- https://www.allaboutcareers.com/
- <u>www.icould.com</u> (includes videos of people talking about their Job roles)
- http://www.careerninja.co.uk for the free careers personality test
- www.healthcareers.nhs.uk for a wide range of detailed NHS careers information
- www.prospects.ac.uk good source of careers information and what you can do with your degree.
- www.planitplus.net see careers areas or the careers match quiz
- http://www.tomorrowsengineers.org.uk/ engineering information
- https://www.lmiforall.org.uk/explore lmi/ (important 'Labour Market Information' – learn about salaries (what you will earn, estimated growth relating to different jobs/sectors, + more)

Section 2: Post 16 Options and Qualification Levels (Entry Level, and Levels 1, 2 and 3)

There are so many exciting things you can do after your GCSEs! The best way to find out more is to start exploring (3)

The beauty of education and training between the ages of 16-18/19 is that it is usually **free**! The government want every student to continue in some form of education / training until they are 18.

Now is the time when you can focus and go deeper into subjects/skills which especially interest **you**, enable you to gain invaluable work experience, **and** you can choose your preferred way of learning. What you choose now can often help, or may be required, to lead you into different/certain careers.

It important to research and understand what is available. Choose the options which will enable **you** to **excel** and get **your** best grades/outcomes, as well as follow a path which inspires you.

Be sure to check entry requirements for different sixth forms, colleges and apprenticeships (more on where to look soon).

There are 8 levels of education in the UK. You are currently studying at Level 2 GCSE +/- Level 2 BTEC. Depending on a few things - you may be able to go on to study at Entry level, Level 1, 2 or 3. Some companies may even enable you to go on to study a level 4 apprenticeship after GCSEs!

You can find out more about all your options here:

https://www.youtube.com/watch?v=f xAQNNi4pA + via the image on Page 11.

Below is a more detailed information about each option which may be open to you after you finish your GCSEs:

A-Levels (Level 3)

A-levels (advanced level qualifications) cover a variety of subjects and are exam based (apart from more practical subjects like Art, D.T. and Photograph which involve more coursework + exams). They are one of the options allowing you to go on to university, if you achieve the required grades (plus certain subjects may be required to study certain courses). This form of study relies more on classroom teaching and independent study, followed by exams at the end of 2 years. Explore the subjects available at Sixth Form/s and some Further Education Colleges. Most people choose to study 3 A-Levels (standardly required by universities), but some opt to study 4 (and may then drop a subject). Be sure you are interested in the subjects you choose and will be most likely to achieve your best grades in them. Some courses (e.g. Medicine) and universities (e.g. Oxford and Cambridge + some 'Russell Group' Universities) may require certain subjects, only recognise A-levels and some require top grades – A*'s and A's, while others will accept grades B – C or D, for entry). A-levels often require around 5 GCSE's at grade 5, with potentially grade 6 or 7 achieved in the subject you are aiming for (e.g. some schools require a 7 at GCSE to study A-level Maths, and a grade 6 in certain other subjects to study a Science subject, English or History, for example). Some colleges may require lower grades for entry. Students often find A-levels a much bigger stretch than GCSEs as they go much deeper into the subject. If you are unsure, talk with your teacher about whether A-levels will be a good fit for you. Also find out more here: https://www.careerpilot.org.uk/information/a-levels

Applied Levels (sometimes also known as 'Extended Certificates') (Level 3):

One Applied Levels is the equivalent to one A-level but are balanced between coursework and exams – roughly 50-50. Subjects offered currently include: Applied Criminology, Applied Engineering,

Applied Human Biology, Applied IT, Applied Law, Applied Production Arts, Applied Psychology, Applied Public Services, Applied Science, Applied Sport and Exercise Science, and Applied Travel and Tourism. They are offered by some F.E. Colleges and Sixth Forms.

Applied Levels will suit those who wish to show their ability through coursework, as well as exams. They are also a good option for students who wish to do a more coursework based qualification, but do not wish to commit to one subject area (as would be required with the BTEC Extended Diploma). It is important that you discuss courses and what they can lead on to with a Careers Adviser, if you are unsure. https://www.careerpilot.org.uk/information/vocational-qualifications/types-of-vocational-qualifications/applied-general-qualifications

Apprenticeships (Levels 2 and 3: Intermediate and Advanced, and potentially Level 4: Higher)

Apprenticeships combine work with learning and you are paid a salary! This option is good if you are clear which career you would like to follow and you are looking to start work as soon as possible/prefer being practical and active.

You can find out more about apprenticeships and search for vacancies in your local area on the official government apprenticeship site: https://www.findapprenticeship.service.gov.uk/apprenticeshipsearch There are many other useful websites where you can find out about and search for apprenticeship opportunities, within Section Six.

You can start an apprenticeship straight after your GCSEs (Intermediate level and Advanced level, and sometimes even at Higher level — depending on your GCSE grades/the company entry requirements). You can potentially follow apprenticeships all the way to degree level in some career sectors, if you wish to. Some colleges list apprenticeship opportunities on the website which link back to the government website. Colleges do not tend to arrange apprenticeship opportunities — it is therefore usually down to the student to do this (e.g. to apply for opportunities or liaise companies who will then approach the college to formally create an apprenticeship. It is important you read, understand, and then, if happy, sign a formal apprenticeship employment contract).

**It is strongly advised you apply for a college course as back-up*

Find out more here: www.careerpilot.org.uk/information/apprenticeships

T-Levels (Level 3)

T-levels are relatively new Level 3 courses which combine study at college with periods of work experience with a company. Like all Level 3 courses, they last two years. They will likely require the types of grades required to study A-levels or Level 3 BTEC (around grade 4 -5). This will be a good option if you feel fairly clear about your interests / career goals and if you prefer to be practical + gain experience, alongside studying. Certain subjects are being rolled out at a few colleges – e.g. Business, Construction, Finance, Health, and IT. They will eventually cover a wider range of subjects.

You can find out more about them here: https://www.gov.uk/government/publications/introduction-of-t-levels

https://amazingapprenticeships.com/resource/t-levels-film-for-students/

Traineeships (Level 1 and 2)

A traineeship is a course with work experience that gets you ready for work or an apprenticeship. It can last up to 6 months.

You can apply if you're:

- •eligible to work in England
- •unemployed and have little or no work experience
- •aged 16 to 24 and qualified below Level 3

Search for opportunities here: https://www.gov.uk/find-traineeship

https://www.careerpilot.org.uk/information/apprenticeships/traineeships

Technical/Vocational Courses – e.g. BTEC / other Technical Awards, Certificates and Diplomas:

These are work-related courses delivered mostly by colleges, and some sixth forms. They are available at different levels, to suit your GCSE qualifications – ranging from creative to construction to computing to engineering to vehicle maintenance to media and many more subjects. These courses usually combine coursework with fewer exams. Some courses are 100% coursework-based. You will need to work consistently throughout the course, meeting coursework deadlines. Many Universities accept BTEC qualifications. Employers appreciate some of the employment skills you learn through studying this type of course – e.g. Time management, organisation, and the ability to meet deadlines. More traditional universities (e.g. Oxford and Cambridge and some Russell Group universities) may not recognise BTEC, or may require a single A-level alongside and Extended Diploma (the equivalent to taking 4 A-levels). Therefore, it is worth considering what you may like to study and where, if you are considering going to university – research the options, and work backwards. You can also speak with a Careers Adviser if you are unsure.

Level 3: Entry requirements for level 3 courses such as the BTEC Extended Diploma (equivalent to 3 A-Level), Diploma (equivalent to 1.5 - 2 A-levels) and BTEC National Certificate (equivalent to 1 A-Level) are usually around grades 4 and 5 at GCSE. Although the grade requirements are usually slightly lower than most schools/colleges to study A-levels, the course is still of an equivalent standard of education. **Level 2:** Entry requirements for level 2 courses e.g. BTEC, are usually a certain number of GCSEs at grade 3.

Foundation Level 1: This is a post entry level qualification. Some colleges start students training for technical trades and professions at this level – e.g. Hairdressing and Motor Vehicle Maintenance (others start you on the Level 2 course, or even at Level 3). Level 1 courses are usually available in most subjects. They tend to require no qualifications, but you need to show enthusiasm and professionalism, and a desire to succeed, through your application and at interview.

Many courses are offered at all the local colleges. Some subjects like catering, construction trades, animal care and horticulture are only offered at some of the colleges so, again, check all these details carefully.

https://www.careerpilot.org.uk/information/vocational-qualifications/what-are-vocational-qualifications

Specialist Academies for sport:

If you are playing certain sports at a certain level, and would like to further your opportunities in that sport, some colleges offer the exciting opportunity to gain specialist training in football, netball, basketball, and even rowing, while studying for qualifications. Colleges which have academies include, BCA, Bracknell & Wokingham, Henley, Oxford, Reading, and Uxbridge. *Please know that there are colleges outside of Berkshire that also have Sport Academies. Some Sixth Forms also have sport-related courses/academies affiliated with Football Clubs — e.g. the John Madejski Academy (JMA) and The Piggott, in Wargrave. Many clubs, e.g. football clubs, have in-house academies.

Private / Public Schools and Scholarships:

Some students may opt to attend a Private (also sometimes known as a Public School) which involves paying a fee to the school each year. Some students gain Scholarships to these schools which mains their tuition is funded/part-funded.

For further help and assistance:

If you require any further help, information, advice or guidance about any of these options – please contact me – Mrs Finlason via <u>a.finlason@maidenerleghtrust.org</u>

OR

Feel free to pop along to the **Tuesday 'After School Careers Drop-In'** in the **office next to B2** in the **Business Studies Department**

Further top tips:

- Consider which career/s you are/might be interested in to help you map a path toward that goal.
- Choose subjects, courses and routes which inspire you!
- If you are feeling overwhelmed, focus on your immediate next steps.
- Some careers will require very specific routes e.g. Medicine, Veterinary Medicine & Dentistry. You will have a chance to talk about your individual needs at your *Careers Appointment*.
- It is important to **choose options** which will **enable you to flourish** and **achieve <u>your</u> best grades**. A-Levels are not best for everyone, and BTEC or an apprenticeship do not suit everyone...
- Remember, you don't need to compare yourself to others.
 What is best for you?



"Be yourself. Everyone else is already taken"

Oscar Wilde

Your options after GCSEs: A snapshot

ANTELESTICE STATES and a salary: Training an	QUALIFICATION DI	DESCRIPTION	LENGTH OF TIME	ASSESSMENT	LEVEL OF STUDY	AWARDS UCAS POINTS?	ENTRY REQUIREMENTS	WORK	WHAT DOES IT LEAD TO?
A scholal trop programme, and of the course that statistications with the programme of the course that are designed to dispers to dispers to disperse		real job with training d a salary.	1 Year minimum	Apprenticeship dependent (inc. demonstrations, presentations and/or exams)	2/3 Nuth the possibility to progress to higher apprenticability to to progress to higher apprenticability to to level 1 fevel 1		- Employer dependent - Age 16 Evidence of interest and ability to complete	Yes (paid job, with at least 20% off the job training)	Higher level or degree apprenticeship degree apprenticeship . University/College . Nork
A technical study programme, and practical study programme, and practical study programme, and practical study programme, and practical study by the		academic qualification, milar in style to GCSEs, at prepares you for rther study.	2 Years	Mostly exams at the end of the course	in	Yes	For individual schools and collages to decide (commonly 5 GASEs at grades 4 and above)	No	- Apprenticeship - University/College - Work
Qualifications which teach you charted the course dependent to be no. Course dependent (course dependent to be no. Course dependent to dependent to be no. Course dependent to course dependent to course dependent to confining academic learning academic learni		techtical stody programme, uivalent to 3 A lavels, the m industry placement at makes up 20% of the states. I Levels are designed give you the skills that ployers need.	2 Years	Exams, projects and practical assignments	м	tes.	Set by each school/college	Yes (80% classroom, 20% work)	- Apprenticeship - University/College - Nork
Qualifications that prepare Course dependent Coursework & exams) you for further study by continued to give you for interestive of the course dependent (coursework & exams) with prepares you for an apprenticeship or work. A work focused study programme 6 Weeks - A formal job or that prepares you for an apprenticeship or work. Coursework & exams are course dependent and analysis of the course of the course of the course of dependent course of dependent course of the course of the course of the course of dependent course of the course of th		alifications which teach you want to do tasks specifically lated to the industry and le you want to be in.	Course	(coursework & exams)	4	Some (course & awarding organisation dependent)	Course dependent	Course dependent	- Apprenticeship - College - Work
A work focused study programme 6 Norths exit interview with apprenticeship or work. A formal job or no work experience in writter feedback, Courseeork and cases are course dependent dependent.	1	alifications that prepare of or further study by the forfuring academic learning the practical skills to give u a broad overview of rking in a sector.	Course	(coursemork & exams)	0	Yes	Set by each school/college	Course dependent	- Apprenticeship - University/College - Work
	Mineral Property and a second	1		A formal job or exit interview with written feedback. Coursemork and exams are course dependent		2	Have little to no work experience and qualified below Level 3	Yes	- Apprenticeship - Nork

	ACADEMIC		VOCATION	IAL	APPRENTCESHIP	
Level 8	Doctorate (PhD, DPhil)	Award, Certi	ficate, Diplor	ma		
Level 7	Masters Degree (MSc, MA, Meng)			na, NVQ PGCE in Education –	Masters Degree Apprenticeship	
Level 6	Bachelors Degree (BSc, BA, BEng)	Graduate Ce	rtificate and	Diploma, NVQ	Degree Apprenticeship	
Level 5		Foundation I (FdA, FdSc)	Degree	Higher National Diploma (BTEC HND), NVQ	Higher Apprenticeship	
Level 4				Higher National Certificate (BTEC HNC), NVQ		
Level 3	A-Levels	BTEC Extended Diploma (= 3 A- Levels)	BTEC Diploma		Advanced Apprenticeship	
			(= 1.5 - 2 A=Levels)	BTEC Extended Certificate (= 1 A-Level)		
Level 2	GCSE Grades 4-9	BTEC Level 2 NVQ (Nation		l Qualifcation)	Intermediate Apprenticeship or Traineeship	
Level 1	GCSE Grades 1-3		Skills, Function	oloma + Level 1 in nal Skills, NVQ, and	Traineeship	
Entry Level		Entry Level in E	rard, Certificate ESOL, (English fores), Essential S		Traineeship	

Section 4: Further Education

A useful link to help you consider whether College or Sixth Form is right for you: https://www.youtube.com/watch?v=zDID_se44q4

IMPORTANT: You can apply for as many Sixth Forms and / or Colleges as you wish – we recommend you apply for at least 3. A variety of places with a variety of entry requirements is a good idea, so you have back-up options, just in case. Having good back-up options helps to keep your options open if something were not quite to go to plan on exam day. Check websites for courses and subjects on offer, as well entry requirements.

N.B.: If you are keen to find an **apprenticeship** also apply for College/s and or Sixth Forms as back-up. Start applying as soon as you can during Year 11. *Check application deadlines* to avoid disappointment.

i) Sixth Forms –

IMPORTANT:

If you are interested in attending Sixth Form, you will need to start looking on School Sixth Form websites and booking Open Events during the Autumn Term of Year 11. It is usual to need to register / book a place online and, depending on the school. You may need to attend the event face to face or virtually). Look and book <u>as soon as possible</u> (many take place <u>during the first term of Year 11</u> so start to check dates and book early).

Your Trust Sixth Form: Maiden Erlegh School, Earley site

https://www.maidenerleghschool.co.uk/
Sixth Form tab)
(click on

Other Sixth Forms – please check Open Event dates via school websites regularly and book online:

Reading and Woodley:

Bulmershe https://www.thebulmersheschool.com/

Denefield http://www.denefield.org.uk/

Highdown https://www.highdown.reading.sch.uk/

Hugh Farringdon https://www.hughfaringdon.org/

John Madejski https://www.johnmadejskiacademy.co.uk/
Kendrick https://www.kendrick.reading.sch.uk/ (for Girls)

Prospect http://www.prospect.reading.sch.uk/

Reading Girls
Reading Boys
Waingels

http://www.readinggirlsschool.co.uk/ (for Girls)
https://www.reading-school.co.uk/ (for Boys)
https://www.waingels.wokingham.sch.uk/

The Wren https://www.wrenschool.org/

Bracknell and Wokingham:

Edgbarrow School www.edgbarrowschool.co.uk

Brakenhale School www.brakenhale.co.uk

Continued.../

Ranelagh School <u>www.ranelagh.bracknell-forest.sch.uk</u>

Sandhurst School <u>www.sandhurstschool.org.uk/</u>

St Crispin's School <u>www.crispins.co.uk</u>

Emmbrook School <u>www.emmbrook.wokingham.sch.uk</u>

Charters School <u>www.chartersschool.org.uk</u>

Easthampstead Park <u>www.epschool.orq</u>

The Holt https://www.holtschool.co.uk/

*Please note, this list of Sixth Forms is not exhaustive. You can find details of Local Authority and Independent schools (self-funded schools) via Council/Local Authority websites, google and google maps. Be sure to check each school's policies/guidelines regarding applications.

<u>Important reminder:</u> Be sure to check dates of Sixth Form Open Days / Evenings and application deadlines + attend/apply in time to avoid disappointment



ii) Further Education Colleges

Please note – It is not too early to start attending Open Event at local F.E. colleges. Please find dates which have been announced to date for this academic year listed below. Additional dates for some colleges may be added later. Please check websites regularly and before attending in case details have changed. **You will also have the opportunity to attend Open Events during Year 11.**

Remember to book a place for Open Events – usually via a link on the College website, as with Sixth Forms Some Colleges offer technical/vocational courses in: Art, Animal Management, Construction, Hair/Beauty, Computing, Game Design, Engineering, Motor Mechanics/Vehicle Maintenance, + more...

College	Contact details	Dates of Open Events – 2021-2022
BCA Hall Place	Tel: 01628 824444	Wednesday 04 May – 5-7.30pm
Burchett's Green	Website:	For further information and to register
Maidenhead	www.bca.ac.uk	for this event:
SL6 6QR	Email Enquires:	https://www.bca.ac.uk/events/colleg
	enquiries@bca.ac.uk	e-open-evening-2/
	Specialises in Animal Management, Agriculture + other areas – including Art, Sport, etc.	
BCoT (Basingstoke College of Technology)	Tel: 01256 354141	Tuesday 03 May – from 4pm For further information and to register
Worthing Road	Website:	for this event:
Basingstoke	www.bcot.ac.uk	https://www.bcot.ac.uk/news-and-
RG21 8TN	Email:	events/2022/05/open-event-tuesday-
	<u>nextyear@bcot.ac.uk</u>	<u>3-may/</u>

Bracknell & Wokingham	Tel: 0800 612 6008 – central	Saturday 18 June – 9.30am -12.30pm
College (Activate Learning) Church Road Bracknell RG12 1DJ (RG12 1EH for sat navs) (part of Activate Learning Group of Colleges)	telephone number for all Activate Learning Colleges Website: Bracknell and Wokingham College (activatelearning.ac.uk) Website for all Activate Learning colleges: Activate Learning - Activate Learning	For further information and to register for this event: https://bracknell.activatelearning.ac. uk/events/detail/bracknell-and- wokingham-college-summer-open- event/
City of Oxford College Oxford City Centre campus Oxpens Rd Oxford OX1 1SA Technology campus Cuddesdon Way Blackbird Leys Oxford OX4 6HN	Tel: 0800 612 6008 – central telephone number for all Activate Learning Colleges www.activatelearning.ac.uk Oxford City Centre campus: Courses in A-levels and business, Hair and beauty, hospitality and catering, furniture, sports and more!) Technology campus: Courses in IT and computing, construction, engineering, motor vehicle, plumbing, electrical)	Saturday 02 July – 9.30am -12.30pm For further information and to register for this event: https://oxford.activatelearning.ac.uk/ events/detail/city-of-oxford-college- summer-open-event/
Farnborough College Boundary Road Farnborough Hants GU14 6SB Aldershot Campus Aldershot Construction College Unit 2, Holder Road Aldershot Hants	School Leavers - Farnborough College of Technology (farn- ct.ac.uk) A wide range of courses including A levels and BTEC vocational courses Tel: 01252 405555 Bricklaying, Carpentry, Electrical Installation or Plumbing, Tel: 01252 407607	For School Leavers Open Events – please see 'Upcoming events' via https://www.farn-ct.ac.uk/
Farnborough Sixth Form College The Sixth Form College Farnborough Prospect Avenue Farnborough Hampshire GU148JX	Tel: 01252 688200 A level and BTEC courses Website: https://farnborough.ac.uk/ Email: admin@farnborough.ac.uk	Open events Please check college website and see: https://farnborough.ac.uk/calendar (dates already listed = 18, 19 and 20 October 2022)

Henley College Deanfield Avenue Henley RG9 1UH	Tel: 01491 579988 A-level, Applied Levels, BTEC courses Website: www.henleycol.ac.uk Email: info@henleycol.ac.uk	Please keep an eye on the college website for information about upcoming Open Events. Previously recorded virtual Open event: <a href="https://www.youtube.com/watch?v=" https:="" th="" watc<="" watch?v="https://www.youtube.com/watch?v=" www.youtube.com="">
Langley College Station Road Langley SL3 8BY (part of <u>Windsor Forest</u> Colleges Group (formerly East Berks College)	Tel: 01753 793 000 Website: https://www.windsor- forest.ac.uk/	Tuesday 04 May - 4.30 - 7pm For further information and to register for this event: https://www.eventbrite.co.uk/e/langley-college-open-day-tickets-198852983627 More Dates posted here: Open Days (windsor-forest.ac.uk)
Newbury College Monks Lane Newbury RG14 7TD	Tel: 01635 845000 Website: www.newbury-college.ac.uk Email: info@newbury-college.ac.uk	Details about Open events can be found here: Open Day (newbury-college.ac.uk)
Queen Mary's College (QMC) Cliddesden Road Basingstoke RG21 3HF	Tel: 01256 417500 Website: www.qmc.ac.uk Email: info@qmc.ac.uk	Open events Please keep an eye on the college website
Reading College Kings Road Reading RG1 4HJ (part of Activate Learning Group of Colleges)	Tel: 0800 612 6008 – central telephone number for all Activate Learning Colleges https://reading.activatelearning.ac.uk/	Saturday 11 June – 9.30am- 12.30pm For further information + to register for this event: https://reading.activatelearning.ac.uk/events/detail/reading-collegesummer-open-event/
Sparsholt College Westley Lane Sparsholt Winchester SO21 2NF	Tel: 01962 776441 Specialises in agriculture and related courses. Website: www.sparsholt.ac.uk Email: enquiry@sparsholt.ac.uk	Wednesday 04 May For further information + to register for this event: https://www.sparsholt.ac.uk/opendays/ Please keep an eye on further details and booking information via: https://www.sparsholt.ac.uk/opendays/
Strodes College High Street	Tel: 01784 437506	Thursday 07 July, 2022 4.30 - 7pm

Eaham	Website:	For further information + to register for
TW20 9DR	Windsor Forest College	this event:
(now part of Windsor	(windsor-forest.ac.uk)	https://www.eventbrite.co.uk/e/strod
Forest Colleges Groups)	[WITGSOT-TOTEST.GC.OK]	es-college-open-day-tickets-
Totest Colleges Groups)	Courses: A Loyals Applied	199723587627
	Courses: A Levels, Applied	Open Days (windsor-forest.ac.uk)
	Levels and BTECs	Open Days (Windsor-Torest.dc.ok)
Uxbridge College	Tel: 01895 853333	Wednesday 15 July, 2022 4.30 -
Uxbridge Campus		7pm
Park Road	Website for Uxbridge (both	
Uxbridge	campuses):	For further information + to register for
Middlesex	https://www.uxbridgecollege.	this event:
UB8 1NQ	ac.uk/	https://www.uxbridgecollege.ac.uk/n
		ews-events/event/6-open-
Hayes Campus	Tel: 01895 853333	day
College Way		
Coldharbour Lane		
Hayes, Middlesex		
UB3 3BB		
UTC Reading	Tel: 0118 938 1020	Open events
Crescent Road		Please keep an eye on the college
Reading	Specialises in STEM (Science,	website
RG1 5RQ	Technology, Engineering +	
	Maths) subjects including A-	
	levels and BTECs in IT and	
	engineering	
	Website:	
	www.utcreading.co.uk	
	Email:	
	enquiries@utcreading.org.uk	
Windsor College	Tel: 01753 793 000	Tuesday 05 July, 2022 4.30 - 7pm
St Leonards Road		
Windsor	Website:	For further information + to register for
SL4 3AL	https://www.windsor-	this event:
(part of <u>Windsor Forest</u>	forest.ac.uk	https://www.eventbrite.co.uk/e/wind
Colleges Group (formerly		sor-college-open-day-tickets-
East Berks College)		<u>199726917587</u>
		Further dates will be posted here:
		Open Days (windsor-forest.ac.uk)

Remember – the more research you do, the more you will discover and the better decision you will be able to make about your next steps!



How to find out where colleges are located:

Map showing F.E. Colleges in Berkshire



To find out where F.E. Colleges are located, you can use google maps:-

https://www.google.com/maps/search/colleges+in+berkshire/@51.5724603,-0.9709554,10z/data=!3m1!4b1



Section 5: Higher Education (University + some Further Education (F.E.) Colleges (levels 4-8):



Thinking about university? Some of you may already be considering attending university. Some of you may be required to attend university in order to follow the career you would like (e.g. Medicine and Veterinary Medicine).

Some useful websites:

www.ucas.com - The UK University application and information website

<u>www.sacu-student.com</u> – Personal Statement help and advice. Great student section

<u>www.prospects.ac.uk</u> – Graduate career prospects. Has a fantastic 'What can I do with my degree?' section under the 'Careers advice' tab

http://russellgroup.ac.uk/for-students/school-and-college-in-theuk/subject-choices-at-school-and-college - help with A' level choice (also explore what the Russell Group university are)

www.thecompleteuniversityquide.co.uk - useful information

<u>www.thestudentroom.co.uk</u> - Forums on choosing universities / degrees / student life and much more!

https://www.theguardian.com/education/nginteractive/2021/sep/11/the-best-uk-universities-2022-rankings ranks universities and university courses

<u>https://www.springpod.com/degree-taster</u> - experience what it's like to study certain subjects at degree level!

*Some F.E. Colleges also offer degrees and HNC (Higher National Certificates) and HND (Higher National Diploma) courses

The Open University - http://www.open.ac.uk/ - Offer flexible, often cheaper ways to study

Section 6: Apprenticeships:

Apprenticeships are becoming increasingly popular and are a fantastic option if you like the idea of learning 'on the job', getting paid, and all while studying for and gaining a qualification.

There are apprenticeships available with all sorts of companies (large and small), in all sorts of careers and from Level 2 – 7.

If you are attracted to the idea of finding an apprenticeship to begin after Year 11, it is also important to apply for F.E. College/s / Sixth Form as back-up, as entry to Apprenticeships can be competitive. If you would like to find an apprenticeship after year 13, again, it is worth considering back-up options such as university, a Gap Year or finding a job.

Check the qualification you will gain and how it will enable you to go further in your education and training. If you need help with this, please do ask. Information can be found via the website links below but a Careers Adviser can help you.

Depending on your grades, you will be able to apply for a Level 2 (Intermediate) or Level 3 (Advanced) Apprenticeship after your GCSEs, and from Level 2-7 after you have completed Level 3 qualifications (including those gained via an apprenticeship). Some companies are beginning to offer Level 4 apprenticeships after GCSEs (previously, you were required to complete a level 3 qualification first).

Below are the different levels of Apprenticeship (with a rough idea of common requirements, although they do vary from Employer to Employer so please do check):-

- Intermediate Apprenticeship GCSEs may be required.
- Advanced Apprenticeship GCSEs usually required employers may vary in number, grades and/or subjects requested.
- Higher Apprenticeship Level 3 qualification some may require specific subjects/grades. Some companies now require a level 2 qualification.
- Degree Apprenticeship Level 3 qualification some may require specific subjects/grades.

** English and Maths GCSE/functional skills are often, but not always looked for OR you may be able to take/re-take them via the Employer as part of your apprenticeship**

Helpful websites:

There is not currently a single one, go-to website for finding an Apprenticeship or information on apprenticeships, so include a wide range of websites and assistance in your search. Here are some to explore:

<u>www.findapprenticeship.service.gov.uk</u> – a great place to start - the government website – probably includes widest number of apprenticeships available. You can filter your search requirements. Includes email alerts for new opportunities and great top tips for applications. Please find more apprenticeship websites on the following page...

https://www.berkshireopportunities.co.uk/find-my-job/ - lists

Berkshire based opportunities.

www.notgoingtouni.co.uk

www.thestudentladder.co.uk - excellent apprenticeship website

offering placements with large high profile companies, as well as advice.

www.getmyfirstjob.co.uk

www.allaboutcareers.com

www.thebigchoice.com/School College Leavers

https://www.milkround.com/jobs/school-or-college-leaver-

schemes/apprenticeships

www.gov.uk - Higher and Degree Apprenticeships

www.university.which.co.uk - Higher and Degree Apprenticeship Guide

www.careermap.co.uk

www.adviza.org.uk - young peoples' section

www.ucas.com - see apprenticeship + Job finder sections

www.thescholarshiphub.org.uk - Degree Apprenticeships

http://www.aimapprenticeships.co.uk/

www.young-professionals.uk

www.indeed.co.uk

<u>Look at the websites of companies -</u> They carry a huge amount of information on recruitment and opportunities

A great way to find out more about apprenticeships in general is via the 'Amazing Apprenticeships' website

https://amazingapprenticeships.com/

It includes a vacancy snapshot, where the larger, more well-known companies offering apprenticeships provide information about applications – including when and how to apply.

You can also find out a great deal about apprenticeships and what they are like via the Youth Apprentice Ambassadors. Many young people (those under the age of 25), choose to join YAAN – the Youth Apprentice Ambassadors Network

You can learn from Apprentices via the following website (top tips for applications, what it's really like to be an apprentice, and the pros and cons), all via video links:

Apprentice ambassador stories (apprenticeships.gov.uk)



Section 7: Understanding Grades

Academic Grades: GCSEs and BTEC Level 2 equivalent

GCSE's

		New grading structure	Old grading structure
		9	A*
		8	0
		7	Α
		6	В
Strong pass	\longrightarrow	5	
Standard pass	\longrightarrow	4	С
		3	D
			E
		2	F
		1	G
		U	U

BTEC Level 2 and GCSE grade equivalent

GCSE Grade	BTEC grade	Current points	New points
A*	Distinction*	58	8
Α	Distinction	52	7
В	Merit	46	6
С	Pass	40	5
D		34	4
Е		28	3
	L1 Pass	25	2.5
F		22	2
G		16	1
U		0	0

Link for further information and copy of table on following page: https://qualifications.pearson.com/en/support/support-topics/understanding-our-qualifications/comparing-btec-to-other-qualifications/btec-ucas-points.html

Academic Grades: A-Levels, BTEC Level 3 and UCAS Tariff Points

Extended Diploma	Diploma	Foundation Diploma	Extended Certificate	Certificate	AS level	A level	UCAS tariff points
D*D*D*							168
D*D*D							160
D*DD							152
DDD							144
DDM							128
DMM	D*D*						112
	D*D						104
MMM	DD						96
		D*					84
MMP	DM						80
							78
		D					72
MPP	MM						64
			D*			A*	56
PPP	MP	М	D			Α	48
						В	40
	PP		М			С	32
				D*			28
		Р		D		D	24
					Α		20
			P	М	В	Е	16
					C		12
					D		10

Section 8 *Top Tips*

> **START NOW!** It feels good & reduces panic!

- ➤ **Use** a **notebook** or create a **file** name it 'Careers Ideas' or something similar. **Record** your ideas and research as you go along. **Invest** time in YOU...you will not regret it!
- Complete Personality and Careers Quizzes
- **Explore** <u>Job Profiles</u> on Career websites
- ➤ **Talk** with your <u>family</u>, <u>friends</u> and <u>Teachers</u>/Youth Leaders who know you. Ask them how they see you and your unique strengths and skills. They may also be able to help you work through some careers ideas.
- **Keep** an ongoing list of your strengths & skills with examples
- Research your options after Year 11 what steps will you need to take to reach your career goals?
- ➤ **Attend** your Careers meeting. It will be 30 minutes long. Be as prepared as you can complete quizzes, etc, beforehand if you can. If you wish, bring your research and ideas notebook or file
- ➤ **Visit** your Sixth Form, other Sixth Forms and F.E. Colleges check Open Day / Evening dates and times add them to your calendar (*book a place, as required). You can start attending local F.E. College Open Events during the Summer Term of Year 10 (see dates above + check college websites)
- **Explore** Apprenticeships:

If you would like to do an Apprenticeship after Year 11 – start by registering on the government website:

<u>www.findapprenticeship.service.gov.uk</u> + explore other apprenticeship websites – e.g. Amazing Apprenticeships.

Search + apply for Apprenticeships via a variety of websites from September 2022 onward. You will need to search for opportunities and apply on a regular basis (e.g. every 1-2 weeks). Also apply for F.E. College / Sixth Form/s as back-up.

Apply for as many Sixth Forms and/or F.E. College Courses as you like (3 or more recommended with a variety of entry requirements) - you just need to confirm or decline places once you get your GCSE results in August 2023. Some courses are very popular - apply as soon as you can during the Autumn Term (check application deadlines) + prepare of interviews.

And always remember...

*Believing in yourself is the secret to success *
-Inspiration -



And...Run Your Own Race... (Your journey is unique to you, avoid the trap of comparing yourself to others)







Anna Finlason - Careers Adviser © 2021 – 2022