



20 December 2024

Dear Parent/Guardian

Year 12 Tutor Programme – Careers & Destinations

From the new year, we will be strengthening our provision for post-18 careers and destination preparation by making some changes to the Year 12 tutor programme. Each Year 12 student will be provided with an electronic [Personal Profile](#) which they will work on throughout Year 12 and Year 13. Students will have a dedicated tutor period, in a computer room, once a fortnight to focus on this.

The aim of the personal profile is to:

- Equip students for future applications and interviews, by enabling them to identify and speak confidently about the wealth of skills and experience they have.
- Deliver a series of tasks that encourage students to reflect upon and develop knowledge and skills, to support individuals to achieve their goals.
- Provide students with the tools to set themselves apart from other candidates in the ever-competitive world of applications and interviews.
- Offer students guidance regarding where, and how, to access careers and destinations support.
- Provide dedicated time, within school, when they can speak with their tutor and focus on their post-18 options.

We will focus on four aspects of careers & destinations, throughout the rest of the academic year, as outlined below.

Spring Term 1	<p>ILP1 (Individual Learning Plan) reflections on DCP1 (shared with parents and students via the MCAS app and Bromcom student app respectively w/c 16 December 2024). This is an opportunity to reflect upon academic strengths and to set SMART targets to bring about improvement. (More details to follow on ILPs at the start of the Spring term).</p> <p>Unifrog – Destinations planning and support www.unifrog.org</p>
Spring Term 2	<p>Work Experience - Guidance and support to enable students to be proactive in setting up their own work experience.</p> <p>ILP2 reflections on DCP2 (shared with parents and students w/c 10 March 2025).</p>
Summer Term 1	<p>UCAS – Time to research potential universities, subjects & courses, and apprenticeships.</p> <p>Year 12 Prelim Examinations: Tuesday 6 to Friday 9 May.</p>
Summer Term 2	<p>UCAS – Time to research potential universities/apprenticeships.</p> <p>ILP reflections on DCP3 (shared with parents and students w/c 16 June 2025).</p>

We expect students to actively engage with the careers and destinations programme and are sure that they will recognise and reap the benefits of their engagement as they apply for courses, apprenticeships and jobs, and prepare for interviews. Tutor sessions are designed with a focus rather than specific tasks to be completed each session, to give student the flexibility to research and explore



further in their own time as well. Tasks within student's electronic 'Personal Profile' are not intended to be completed all at once but rather throughout Year 12 and Year 13.

From January 2025, our Year 12 Tutor Programme will continue as follows:

Week 2

Tutor Group	Monday	Tuesday	Wednesday	Thursday	Friday
M1	Reading Programme	F1 Careers & Destinations	Reading Programme	Daily News	Assembly
M2	Reading Programme	G1 Careers & Destinations	Reading Programme	Daily News	Assembly
M3	Reading Programme	C14 Careers & Destinations	Reading Programme	Daily News	Assembly
M4	Reading Programme	Daily News	Reading Programme	G1 Careers & Destinations	Assembly
M5	Reading Programme	Daily News	Reading Programme	F1 Careers & Destinations	Assembly

Week 1

Tutor Group	Monday	Tuesday	Wednesday	Thursday	Friday
E1	Reading Programme	F1 Careers & Destinations	Reading Programme	Daily News	Assembly
E2	Reading Programme	G1 Careers & Destinations	Reading Programme	Daily News	Assembly
E3	Reading Programme	Daily News	Reading Programme	G1 Careers & Destinations	Assembly
E4	Reading Programme	Daily News	Reading Programme	F1 Careers & Destinations	Assembly

On reading days, students are expected to bring a physical fact or fiction book or subject magazine or journal to read. The purpose of this is to provide dedicated time for students to read, which will in turn develop their academic use of language and literacy skills. On daily news days, students will have the opportunity to discuss current affairs in the news, with their peers and tutor. It is important for young people to be aware of what is going in the world around them and for many, this will be the only time that they will be aware of the news and current affairs.

We shared these changes with students during our assembly on Friday 13 December. The PowerPoint can be viewed [here](#).

We look forward to seeing the benefits that the new tutor programme will bring to our students! We hope you and your families will have an enjoyable Christmas break and we wish you much happiness for 2025.

Yours sincerely



Mrs C Hill
Co-Head of Year 12



Mrs L Garner
Co-Head of Year 12

