



Meadowhead School

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Academy Trust

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CEV/SGI

16 September 2020

Dear Parent/Carer,

This year, your son/daughter will be asked to make a decision about their choices beyond Year 11. As a school, we provide a range of support in Year 11 to help each student make an informed decision. We hope that the lessons learnt from activities prior to Year 11 will also prove useful at this time: virtual work experience, employer encounters at World of Work Week; and so on.

Activities to support post-16 decisions

A series of activities are on offer to support students with their decision-making.

Activities in school

- All students will attend virtual assemblies during study time on Thursdays where they will hear from sixth form, college and apprenticeship providers.
- All students will be offered a one-to-one careers guidance meeting with an impartial careers adviser to talk through their ideas for future work, study or training and make an action plan.
- All students will be given access to video talks on how to make sixth form, college or apprenticeship choices.
- Support from a Higher Education Progression Adviser for students involved in the HEPPSY programme.
- Support through study time and Ethics lessons on personal-statement writing and application processes.
- Information on local open days, taster days and other relevant events shared via form tutors.
- We hope to re-start the after-school Careers Drop-In sessions once it is safe to do so. Students can work on applications and CVs, search for opportunities and careers information, and get advice.

Virtual events taking place at Meadowhead School for Y11 students, parents and carers

- Alternatives to Sixth Form Evening, Wednesday 4th November 2020
 - A must for any student looking at non-sixth form options after Y11. Hear from a range of colleges, training providers and apprenticeship providers
- Meadowhead Sixth Form Open Evening, Thursday 12th November 2020

Information to follow on how to join these events.

Events elsewhere

- Open events at colleges, sixth forms and training centres take place during October & November, predominantly. The open event lists are shared via form tutors and displayed in form rooms and outside the Y11 office and Careers Office.

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- Be Inspired Apprenticeship Recruitment Fair, Cutlers Hall, March 2021 for students looking for apprenticeship vacancies.
- Details of any further events will be shared with your child at school as they are announced.

Timescale

Students will use Sheffield Progress, an online application system, to apply to options within the city. Students will receive log-in details in November, but students can browse course options at www.sheffieldprogress.co.uk before this time.

Sheffield Progress applications can be submitted from 25th November. We aim for all students to complete their applications before the Christmas holidays, so they can be checked and submitted in plenty of time to meet the end of January deadline that some institutions follow.

Students will start work on personal statements this term and work on completing these and their Sheffield Progress applications during Ethics lessons in November.

For full details of processes for applying to sixth form schools, including Meadowhead, see www.sheffield.gov.uk/sixthformadmission.

For students applying for apprenticeships, there will be further work to do to find an employer, and more support on offer, later in the year.

If students are undecided, they can apply to and accept more than one option and make a final decision around Results Day in August.

Expectations

Wherever possible, we expect students to take ownership of the process of moving on from school; this includes researching, making the decision and applying. We will support students as much as required, but there will be work for the students to do in their own time (visiting open events, finishing off applications, searching for apprenticeship vacancies and so on).

Any student needing help should speak to their form tutor initially or contact the careers team at careers@meadowhead.sheffield.sch.uk. If you have any questions, feel free to contact the school and ask for Mrs C Evans or Mrs Simpson in the Careers Office.

Yours faithfully,

Cerys Evans
Careers & Employability Development Manager