



Meadowhead School

Academy Trust

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21st September 2022

Dear Parent/Carer,

Re: Support for post-16 decisions

This year, your child 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: work experience, sixth form/college taster day; World of Work Week and so on.

There are a series of activities are on offer to support students with their decision-making:

Activities in school

- All students will take part in careers sessions during form time on Thursdays where they will learn about their options after Y11 and 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 the future and make an action plan.
- After-school Careers Drop-In sessions on Tuesdays 3-4pm in H13. Students can work on applications and CVs, search for opportunities and careers information, and get advice.
- 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.
- Support from a Higher Education Progression Adviser for students involved in the HEPPSY programme.

Events taking place at Meadowhead School for Y11 students, parents and carers:

(Further information will follow on how to book a place at these upcoming events)

- ***Applying to Apprenticeships, Colleges & Training Providers, Thursday 20 October, 5.30 – 7pm.*** A must for any student looking at alternatives to A levels after Y11. Hear from a range of colleges, training providers and apprenticeship providers.
- ***Meadowhead Sixth Form Open Evening, Thursday 3 November 2022, 5 – 7pm***

Events elsewhere

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

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information on www.sheffieldprogress.co.uk and on the different school, college or training centre websites.

- Be Inspired Apprenticeship Recruitment Fair, Cutlers Hall, March 2022 for students looking for apprenticeship vacancies.
- Details of any further events will be shared with your child at school as they are announced.

Application timescale

Students will use Sheffield Progress, an online application system, to apply to most options within the city. Students will receive log-in details in early November. Course information on the site should be up-to-date by end October. Students can browse course options beforehand at www.sheffieldprogress.co.uk, but should be aware that this information may be subject to change.

Application processes are slightly different for options outside Sheffield. Students should speak to the careers team for support with this.

Sheffield Progress applications can be submitted from 28th 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 31st January deadline that some institutions follow. Students will work on their Sheffield Progress applications during Ethics lessons in November.

For details of how to apply to sixth form schools, including Meadowhead, see www.sheffield.gov.uk/sixthformadmission. For full information on applying and how places are awarded at sixth form schools, please see: [Sixth form schools application information 2023 \(sheffield.gov.uk\)](#)

If students are not fully decided when they come to apply, they can apply to and accept more than one option (offer from a college and offer from a sixth form, for example) and make a final decision around Results Day in August.

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.

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 by emailing careers@meadowhead.sheffield.sch.uk or calling into the Careers Office at school outside lesson times. 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 Leader