YEAR 9

INFORMATION GATHERED

Date of Career's One to One Meeting

Introduction of Self and Futurefocus

- Explain service offered by FF during school (explain who is responsible for providing the Careers Guidance if non-traded) and transition from school
- Explain role of school careers adviser
- If yp is the responcibility of another Local Authority inform them of the service that will then be involved to continue support post 16.

Interest/ Hobbies

- What are their hobbies/ interests?
- Are they a member of any clubs/ groups

Careers Aspiration

- Have they thought about what they would like to do as a career?
- •What subjects do they enjoy studying?
- •What options are they thinking of taking in Year 10? (prompt Maths and English)
- Do they have any concerns around career choices?
- Have they attended any events?
- •Do they talk about career options at home?

Work Experince • Have they done any research/ considered where they would like to do their work expeirence in Year 10?





TRANSITION INFORMATION

Pathway Booklet •Explain context of Pathways to Careers booklet

Upcoming Events

- Date of SEN Event
- Date of Apprenticeship Event
- •List of activites school has arranged

Further nformation •Subject specific related careers

Transition Process • Transition Process explained throughout school (Pre Populated statement)





INFORAMATION GATHERED

Date of Career's One to One.....

Interests

- •Do they have any hobbies/ interests?
- •Do they have any responisbilies in or outside school, ege school prefect/buddy/ Army cadet?

Career Aspiration

- •Do they still have the same career goals as year 9?
- Have they thought about what they would like to do as a career?
- •How are they finding thier subject choice?
- Do they have any concerns around career choices? Any other points to consider?

Kudos/ icould

- •Sign up to Kudos/ icould to identify likes/ dislikes
- •Research career matches

Events

- What groups activities have they participated in? eg career lessons, assemblies, Buzz tests
- •What events have they attended?
- Discuss importance of attending events/open days

Work xperienc

- Have they arranged where they would like to go for work experience?
- •What employment areas are they interested in?





TRANSITION INFORMATION

Events

- •To attend College open days/ taster sessions- email links to be provided
- Attend apprenticeship events to explore opportunities
- Visits to local training providers to gain understanding of environment and courses on offer
- Mention additional support with visits/ taster sessions to support transition
- •State who will take ownership of each actions

Forms

Further Support

- •We will provide support with application forms in Year 11.
- Preference forms will be sent by the SEND team requesting 3 Post 16 career options of their choice during year 11 in the Autunm term.

•Travel/ transport- How do they get to school at the moment? Do they travel independently? If not have they had any thoughts about how they will get to their post 16 provider?

- •Do they have any anxieties/ worries/ concerns about leaving school? Is there anything that will support/help in reducing these?
- Career advisers to provide continuious support and ensure progression throughout Year 11





YEAR 11

INFORMATION GATHERED

Date of

Career Aspirations

- •Do they still have the same career goals as year 10?
- Have they thought about what they would like to do as a career?
- How are they finding their subject choice?
- Discuss preferred style of learning- academic/ vocational
- Do they have any concerns around career choices? Any other points to consider?

Interest

• Do they have any hobbies/interests?

 Are they still involved with clubs/ outside of school activites/ extra curriculum?

Evente

- Have they attended any college open days/ taster sessions?
- Have they been to visit any local training providers?
- Have they attended the apprenticeship event?
- Did they attend the SEN event?

Predicted Grades

- What are their predicted grades?
- Explore entry requirments and level of courses
- •Is there a Plan B if they do not get their 1st choice?
- •Offer support with application forms

Career's

One to One Meeting.....





TRANSITION INFORMATION

- •Would it be helpful to meet the course tutor, learning support manager, learning support assistants? State who will take ownership of arranging visits and taking YP
- •Is there anything their Post 16 provider needs to know about them or situations/ environments that they may find challenging
- •Do they feel there is anything that is or might be preventing them starting a provision
- Would it be helpful to know an appropriate person to go to about any problems/concerns/ where to go for help if they feel things aren't going well?
- •Do they need to have access to or know where quiet rooms are?
- Are they aware of what happens during their induction?
- •Do they know what's expected of them by the provider and what their expectations of them should be?
- •Do they have any friends starting the same provider?

Travel Information

Transition Information

- Can they travel independently? If no, explain about travel training. If yes, confirm how they will travel there in the plan
- Explain who needs to complete the travel referral form and by when
- Provide travel links (transport application)
 http://www.telford.gov.uk/downloads/file/793/assisted_school_transport_application_form)

Further Information

- •Remind them that the Preference forms need to be completed by parents/ carers
- Application process explained for College/ providers
- •Information given on FutureFocus and how we will continue to support once YP has left school

EHCP Review

•The level of support your child Special Education Needs (SEN) at college/ training provider are assessed by the provider when they recieve a copy of the Education Health and Care Plan form from your Local Authority's SEND team, which outlines the level of provisions required to meet thier SEN.



