

# Careers

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## Sixth Form

Continue your education at the school that you are at now or apply to a different setting. Most 6<sup>th</sup> forms offer Level 3 qualifications such as IB, BTEC and A-level. To continue at Level 3 you will need to achieve 5 GCSEs at 5 or above (including Maths, English and Science). At The Malling School we do the IBCP (International Baccalaureate Careers Programme) which combines two IB Diplomas with two career related qualifications. The Malling School also offers a Level 1 and 2 vocational programme to help to prepare you for your next steps by learning life skills and employability skills alongside re-sits in Maths and or English.

## Further Education

Colleges offer a wide variety of vocational (work related) courses such as animal care, bricklaying, childcare and travel and tourism. They do expect you to be able to manage your own work and time effectively. You need to find a college that offers the courses/subjects you are interested in studying, and/or the best route to the level of qualifications you want. Colleges offer a variety of levels to study, starting at entry level.

## Apprenticeships

Apprenticeships combine practical training in a job with study. They are paid, so offer the opportunity to learn while bringing in a wage. Young people have the chance to work alongside experienced staff and gain skills unique to the workplace, as well as an increasingly well-respected qualification, over a period of one to four years. Search online and apply online at <https://www.findapprenticeship.service.gov.uk/apprenticeshipsearch>

## Supported Internships

A supported internship is a type of study programme specifically aimed at young people aged 16 to 24 who have an Education, Health and Care plan and want to move into employment but need extra support to do so. Internships normally last for around a year and include unpaid work placements of at least six months. Trained job coaches offer personalised support to the young people while they are in the workplace, helping them master their job role and gradually develop the confidence to work unsupported, as far as possible.

## Traineeships/study programmes

A traineeship is an education and training programme with work experience that unlocks the great potential of young people and prepares them for their future careers by helping them to become 'work ready'. Designed to help young people aged 16 to 24 who don't yet have the appropriate skills or experience, traineeships provide the essential work preparation training, English, maths and work experience needed to secure an apprenticeship or employment. <https://www.readytoworkkent.co.uk/>

## My Career Action Plan

Name:

Date:

**Favourite subject(s):** These can help the careers adviser to give ideas linked to subjects if your child has no idea what they want to pursue.

**My skills and qualities:** Skills are something you can do and qualities are what you are like, personality traits. Again these can help an adviser know whether you might be suited to an industry and also what skills and qualities you need to develop to get into certain areas of work.

**My hobbies/interests:** These look impressive on future application forms for 6<sup>th</sup> form, college or apprenticeships. They can be used as evidence for your skills and qualities. It is important to take part in extra-curricular activities because they help you develop in different ways to the learning we offer at school and can be something that improves your well-being and (if part of a group) a sense of belonging which is important.

**My ideas for where to go after year 11:** 6<sup>th</sup> form, college, apprenticeship? Some year 11's have a clear idea, some do not. Either way, this is fine and normal. At this stage RESEARCH is key. Please use my research links to explore what is available to you and consider whether the setting, style of learning, support offered, subject etc... would suit you. Following research, we would expect you to make a decision and an application by the end of December 2021.

**My job ideas for the future:** Again, some students know and some do not. This is fine. If your child has an idea, I can support them to learn more about it. If they do not, then I can support them to discover more about themselves and point them towards some fun research tasks which may help them gain a better idea of what they may like to do. Let's remember how young they are and that they have plenty of time to decide. At this stage it is about self-analysis, researching industries of interest and finding out pathways into certain jobs. Aim high and see if there is a route to your future goal that suits you. If not, then let's explore alternative ideas together that may be even better!

**Action Points:**

- Action points are things your child needs to go away and do to progress. For example; Attend a local college open day and ask specific questions about the course they are interested in. Use a certain careers website to research routes into their particular career idea, and/or join a local rugby team to improve their team work and communication skills. They can have any number of action points but usually they are between 1 and 3.

Please see Teams, the school website careers tab or check your emails from me for helpful careers websites to research your ideas.

Please email Miss Willis for further support [willisa@themallingschool.kent.sch.uk](mailto:willisa@themallingschool.kent.sch.uk) available Monday, Tuesday and Friday.

### **Research your career ideas:**

Please look on the “Careers” folder on Teams to find all of the following information and more.

[www.prospects.ac.uk](http://www.prospects.ac.uk) – Get some careers advice and take a careers quiz if you need ideas for what might suit you.

[www.successatschool.org](http://www.successatschool.org) – So much to look at here! Check out the career Zones and 60 second interviews with people who already do the jobs you are interested in OR simply search the site for what you’re looking for.

[www.nationalcareers.service.gov.uk](http://www.nationalcareers.service.gov.uk) – Explore careers and identify your skills on this site.

[www.icould.com](http://www.icould.com) – Take the buzz quiz to get ideas for what industries might suit you or research you current career ideas. Research doesn’t always have to mean reading! icould.com has lots of video clips of people talking about their job and how they got into it – listen and learn about careers!

[www.careersbox.co.uk](http://www.careersbox.co.uk) – You don’t just have to read to research your job interests, Careersbox is packed full of videos for you to watch.

### **Applications**

[www.kentprospectus.co.uk](http://www.kentprospectus.co.uk) – This is where you can search and apply for your next steps after year 11 no matter what you choose.

### **Apprenticeships**

<https://www.findapprenticeship.service.gov.uk/apprenticeshipsearch> - If an apprenticeship is for you then use this link to register and check for opportunities regularly. Apprenticeship places can be competitive. Some apprenticeships are advertised now to start in the Summer/September but the majority will be advertised a month or two ahead of when they are needed.

### **Feedback...**

On a scale of 1-5 how helpful have you found this session (1 being poor and 5 being excellent)

(Poor) 1 2 3 4 5 (Excellent)

Do you think you need some more support following our discussion today? **Yes / No**

Any further comments or questions?



## Get prepared for your Sixth form and College interview

Here are some simple tips for you to read before you head into your interview to help you feel more confident and understand what is expected.

### **First impressions**

You can't shake their hand at a remote interview but you can SMILE! Going into the interview with a positive attitude goes a long way. Remember the interviewer just wants to find out if you are the sort of student they would want in their school/college. Consider what qualities you think they would want their students to have? Maturity, an idea of their future goals (uni or work), passionate about their subject choices, ability to study independently, punctual, kind to others and perhaps takes part in extra-curricular activities.

Speak clearly – It's important not to mumble otherwise they won't hear your brilliant answers to their questions. Speaking clearly shows you can communicate well. Good communication skills are important for years 12 and 13 and beyond.

Dress well – Even though it might be a virtual interview, you can show you care about the interview by being well presented.

### **Be punctual**

It is really important to be on time because this shows you are keen, polite and would be on time if they chose you to study at their institution in the future. Ensure you leave plenty of time in case your travel plans are scuppered by late trains or heavy traffic. It is better to be early than late. Set alarms on your phone to wake you up or remind you to leave.

If your interview is virtual or on the phone get prepared for the interview at least 10 minutes before in case you have any technical difficulties. Check your settings/microphone/video and have to hand anything they have asked you for.

### **Going in with a Positive Mind-set**

Here are some simple thoughts to keep in mind before you go into your interview to help you relax and feel less anxious...

- The interviewers are not trying to trip you up with their questions. They are just trying to get to know you better.
- The interviewer was in your shoes once. They know you might feel a bit nervous and will probably try to put you at ease.
- You've done well to get this far. They are obviously interested in you from what you have put on your application form.

## Questions

Each provider will ask different questions so there is no set list of how to prepare but you should consider things like...

- Why have you applied to that provider/course
- What makes you a good student
- What are your strengths and weaknesses
- What are you hoping to gain from the course
- What are your future goals

**If you do not have an answer for a question**, it is ok to say “I’m not sure about that, can I find out/give this some thought and come back to you later with the answer please?”

## Do you have any questions?

They always tend to ask if you have any questions for them at the end of the interview. Here are some ideas for what you could ask to show you are interested; Dress code, course specific questions, what have other students gone on to do after they have left, times of the day etc...

Finally, remember you must always **tell the truth** in any interview now or in the future. If you lie about something, they will eventually find out and then you may lose your place on the course (or the job).

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