

Our Ref: PRI/DK

31 January 2022

Dear Student and Parent/Carer

As a Sixth Form team, we want to give you all the support and guidance you might need to help you on your next steps following sixth form. We are running a bespoke support package tailored to your needs and aspirations, ensuring the best support for this next period of your life.

On Friday, 4 February 2022, you will meet with Mrs O'Connor, the schools Careers Advisor, to discuss the different levels and routes into apprenticeships. Mrs O'Connor will be able to answer any initial concerns or questions you may have regarding the different types of apprenticeships and how to apply. This will take place in room S6 at 8.40 am. Please make sure that you are punctual to school on this day and bring equipment, so that you are able to take notes.

On Friday, 11 February 2022, Chris Watson from the Department for Work and Pensions will be in school to meet you and offer independent advice on your next steps. This will be followed up with an interview led by a representative from The Opportunity Centre to help you develop your job application and interview techniques.

You are also invited to attend the UCAS and Apprenticeship Fair 2022 on Thursday, 16 June 2022 where you can meet apprenticeship providers at Leeds Beckett University. This takes place during your final exams so attendance at the fair will be dependent upon your subject exam timetable.

In addition to these events, you will be assigned a personal mentor for the rest of Year 13. Your mentor will help you search for apprenticeships and careers, prepare your CV and prepare for interviews. You will meet every two weeks with your tutor who will set you individual tasks and targets to help you with your applications.

Remember that the hard work begins now. Use any apprenticeships or careers that you find as motivation to maintain your attendance and punctuality to school, meet all deadlines set by your teachers and prepare for your final exams in May.

This is an exciting time in your academic lives, we're here to support you all the way.

Best wishes and good luck!

Yours sincerely



P Riley  
Associate Assistant Headteacher,  
Year 13



L Oldroyd (Mrs)  
Associate Assistant Headteacher,  
Year 12