

October 2022

01924 282740

enquiries@horbury.accordmat.org
horbury.accordmat.org

Careers Education, Independent Advice and Guidance

Principal: Mrs N Waker

Dear parent/carer,

Year 11 are facing an exciting time ahead as pupils approach the time when they will leave Horbury Academy. Pupils need to make important decisions about their future education or career choices. This can be quite daunting.

Over the last half term, we have been supporting pupils by providing impartial careers education information, advice and guidance. Below is the information that has been shared with pupils this half term.

- 1. Assembly from an independent Careers Advisor** covering:
 - a. Options available at Post 16
 - b. Types of courses of study
 - c. Places where pupils could study
 - d. Launch of the application platform and how to make an application to Post 16 providers
 - e. Information on apprenticeships.
- 2. Launch of the Careers and Post 16 TEAMS channel** providing:
 - a. Video tutorial on the step-by-step process on how to apply to any post 16 provider in the local area.
 - b. Best practice guidance on how to write a personal statement
 - c. Interview tips
 - d. Information about events from post 16 providers
- 3. E Prospectus log in details** issued on stickers added to pupil planners. Any pupil who has lost this needs to contact their form tutor.
- 4. Visits from Accord Sixth form** to all form groups to inform pupils of the provision within the trust Sixth Form.

Application platform:

Applications to Post 16 need to be made via <https://www.wakefieldprospectus.co.uk/login>. We have advised all pupils to complete applications by Christmas. Some providers will start to interview after October half term, pupils may wish to apply for competitive courses sooner. Pupils are advised to submit multiple applications to different providers to ensure options are available as there is no guarantee pupils will secure their first choice. Pupils are responsible for ensuring their applications are submitted in their own time.

Careers appointments:

If your child requires an appointment with Mr Green, Careers Advisor, please email enquiries@horbury.accordmat.org stating your child's name and any specific details that you would like to be covered in the meeting. If you would like to attend this meeting with your child, please state this in your email. Mr. Green is available for careers advice every Tuesday before, during and after school in the LRC. Pupils who are unsure of what they wish to do in the future may wish to take the Buzz quiz too: <https://www.ucas.com/careers/careers-quiz>.

Application form writing support:

Mrs. Mitchell also holds an application support session on Monday, during Period 7, in the LRC.

Future careers sessions we hold will be communicated by MCAS as they happen, so you can discuss this with your child. The TEAMS careers channel is updated regularly with new careers information advice and guidance, so please ask your child to download the TEAMS app to their device and switch on notifications.

If you have any further questions regarding post 16 options, please email enquiries@horbury.accordmat.org.

Yours Sincerely

Mrs Jones
Personal Development Lead