

# STEPS TO SUCCESS



Planning your future post-16  
a guide for parents, carers and young people

Supported by

THE UNIVERSITY *of York*



York St John  
University

# IT ALL BEGINS HERE...

**Year 11 can be both a very exciting time and a very stressful time for young people.** On top of finishing coursework and taking exams, your son or daughter will have to make important choices about what they want to do next year. It is also an important time for you as a parent or carer. Your help and support is vital, and you need to ensure that you have all the information you need to help them make their decisions.

This booklet sets out:

- The right starting point
- Making choices
- Staying on in full-time education:
  - Courses and qualifications
  - Providers in York
  - Other options
  - Financial support
- Doing more, going further: Volunteering and community action
- Start work and get training: The providers
- What about the future? Employment and the job market
- What about the future? Thinking about Higher Education?
- Other opportunities
- Further help and advice: Where to look, who to talk to
- Get in touch in York

## Raising the participation age

**Participation in education and training** is rising, and current legislation sets out an aspiration that your son or daughter will continue until at least their 18th birthday. This means that everyone has to participate throughout Year 12 and into Year 13.

This will help ensure that every young person has the opportunity to gain skills and qualifications that help them to progress to higher education, work and adult life; enabling them to succeed in the modern, fast changing world.

York has a wide range of high quality options available for all young people, at all levels. Whatever your son or daughter is doing now, an adviser is available to discuss the next step that is right for them. You can also find out more by attending the **Steps to Success** event for Year 11 students, parents and carers: **Tuesday 21 October 2014, 3:30pm–8:00pm, in the Ebor Stand at York Racecourse.**

**Whatever you need to know,**

**there's someone who can help.**

# THE RIGHT STARTING POINT

## The September Guarantee

It is very important that all young people are able to access learning or training. Therefore, the government has guaranteed that every 16-year-old school leaver will have an appropriate offer of learning by the end of September in the year they finish Year 11. Advisers in school can help your son or daughter, but the help doesn't stop there. After they have finished their Year 11 studies, support and help is still available from **Castlegate**.

If your son or daughter finds that they are not placed on a full-time course, or in employment with training, there are still some shorter programmes available to help them progress into full-time education, employment or training (see page 20–21).

Whatever your son or daughter is thinking of doing, it's important to look at all the options. Information about how to apply is available on school and college websites and in their prospectus. When they have decided on their preferred progression pathway, they can make applications. Your son or daughter's school will be able to provide them with full information.

### Options after Year 11: a summary

#### 1. Full-time education at school, college or with a training provider

- AS and A Levels (Level 3)
- An Applied General Qualification (including BTECs and other Diplomas) or Tech Level (Level 3)
- Other vocational and general qualifications (Level 1–3)
- Foundation Learning Programme (Entry Level – Level 1)

#### 2. Apprenticeships and Traineeships

- Apprenticeship training (Level 2–3) combined with a job.
- Traineeships (Level 2 and below), which prepare young people for an Apprenticeship, employment or further education and training. They consist of substantial work experience, English, mathematics and employability skills.

#### 3. A flexible package of working and participation

- Participation in education and training, combined with options such as volunteering and paid work.

# MAKING CHOICES

## Qualification levels

The level of the programme that your son or daughter will be able to start will depend on what qualifications they already have, or are expecting to achieve by the time they move on from Year 11. The government's changes to qualifications mean that the GCSE grading system will begin to change from summer 2016. **The information in this booklet applies to young people finishing Year 11 in 2015 and moving into post 16 education and training in September of that year.**

All young people who have not achieved a GCSE at grade C or higher in English or mathematics will have those subjects in their programme, whatever its level.

### Foundation Learning (Entry Level and Level 1)

Foundation Learning provides a personalised, tailored programme of qualifications and experiences to enable young people to build up a portfolio of achievement at Entry Level or Level 1. There are no formal entry requirements and programmes are designed to support young people to progress at their own pace, build confidence and move towards their next goal, whether that's Further Education, a Traineeship or Apprenticeship, supported employment or independent living.

### Intermediate (Level 2)

Entry requirements can vary, but your son or daughter is likely to need either a Level 1 qualification or some GCSEs at grades D to E. Most courses are vocational, such as BTECs and other Diplomas. Your son or daughter can also re-sit or gain extra GCSEs or pursue a Traineeship or an Intermediate Apprenticeship. Courses usually take one year to complete, but a Traineeship will be for no longer than 6 months.

### Advanced (Level 3)

Options include A Levels, Tech Levels and Applied General qualifications (including BTECs and other Diplomas), and Advanced Apprenticeships. Your son or daughter will usually need at least four GCSEs at grade C or above (including English or Mathematics, often with specific grades in related GCSEs or vocational qualifications); or an Intermediate Level qualification. Advanced Level courses usually take two years to complete.

## Helping your son or daughter to decide

This is an important time in your son or daughter's life and there are many options to consider. When making choices, it's important to have as much information as possible to make an informed decision. A good decision could affect their enthusiasm to study, and may affect grades and possibly career aims or plans. You can help by:

- Finding out information regarding all the option choices from events, websites and literature.
- Making sure your son or daughter has the opportunity to attend taster days with post-16 providers. This is especially important if they are considering picking up a subject they have not studied at key stage 4.
- Encouraging your son or daughter to talk to a tutor or adviser in school to receive information, advice, guidance and support about all options. See pages 8–9 on how to contact them..
- Ensuring that your son or daughter understands the different qualifications, levels and pathways available to them.
- Talking to your son or daughter about the Careers Education, Information, Advice and Guidance programme in schools, which should support all young people to make successful post-16 transitions.
- Having a chat with your son or daughter about what they enjoy, what they are good at, what motivates them to learn, the environment they want to be in and their preferred learning style.
- Encouraging them to think independently about their choice, not about what their peers are choosing.



# STAYING ON IN FULL-TIME EDUCATION:

## AS and A Levels (Level 3)

These are one of the main routes into higher education, but they are also useful if your son or daughter wants to progress straight into employment. They are available in a wide range of subjects - over 80 different AS and A Levels are on offer in York. Courses tend to focus on academic study with subjects ranging from History, Mathematics and Sciences to more applied subjects such as Business, Media Studies and Information Technology (IT).

In common with most other qualifications, the government has implemented significant changes to AS and A-Levels. Those starting courses in September 2015 could take some subjects under the existing rules and some under the new rules. Many of the most high profile subjects (but not mathematics) will be in the new format. More subjects will move to the new format from 2016.

**Existing A Levels** are made up of two parts: the AS Level in year one and the A2 in year two, with performance on the AS Level contributing to the final A Level grade. An AS Level can also be a freestanding qualification on its own if your son or daughter chooses not to continue to A2.

**New A and AS Levels**, taught for the first time from 2015, will be totally separate qualifications. A candidate can take an AS Level exam after one year and achieve a qualification. This AS Level grade will not contribute to their final A Level grade and the A Level exam will also test the material covered in the AS Level course. New AS levels will have no coursework components and new A Levels will have coursework only where assessment cannot be carried out through an end of course exam.

## Applied General Qualification or Tech Level (Level 3)

Applied General Qualifications (including BTECs and other Diplomas) are for students wishing to continue their education at advanced level through applied learning. They equip young people with transferable knowledge and skills and will meet entry requirements for a range of higher education courses. They can also enable entry to employment or an Apprenticeship.

# COURSES AND QUALIFICATIONS

Tech Level Qualifications are for students wishing to specialise in a technical occupation or occupational group. They equip young people with specialist knowledge and skills, enabling entry to employment or an Apprenticeship in that occupational area or progression to a related further or higher education course.

## Other vocational qualifications (Levels 1–3)

On other vocational qualifications students undertake practical, work-related tasks designed to develop the skills and knowledge to do a particular job effectively. Your son or daughter could gain these at college, while working, or during an Apprenticeship (see page 14).

The qualifications are usually assessed through practical assignments and building up a portfolio of evidence. There is no fixed duration, but students usually take one year to complete a qualification at Level 1 or 2, and two years to complete at Level 3.

## Foundation Learning (Entry Level – Level 1)

Foundation Learning is designed for those who have left Year 11, but are not yet ready to progress to a larger vocational course or to go straight into an Apprenticeship. It is an individual programme, so young people can focus on their own specific needs, eg. personal and social skills, confidence building, reading, writing and numeracy. The programme includes vocational learning, and its duration depends on the individual needs, aims and goals of the young person.

## Full-time Study Programmes

All levels will comprise of approximately 600 hours per year made up of taught qualifications, tutorial, other support, work experience and other activities.



# STAYING ON IN FULL-TIME EDUCATION:

## All Saints School\*

**Mill Mount • York • YO24 1BJ**  
**[allsaints.york.sch.uk](http://allsaints.york.sch.uk) • 01904 647877**

Offers a range of AS and A Levels.

**Open evening 2014: Tuesday 4 November**



## Applefields School

**Bad Bargain Lane • York • YO31 0LW**  
**[applefields.york.sch.uk](http://applefields.york.sch.uk) • 01904 553900**

Offers a range of qualifications and awards appropriate to students' individual needs, including ASDAN awards and AQA units.

**Admissions: Dave McCormick, Education Officer–**  
**01904 554306**



## Archbishop Holgate's School\*

**Hull Road • York • YO10 5ZA**  
**[archbishopholgates.org](http://archbishopholgates.org) • 01904 411341**

Offers a range of courses including A Levels, BTECs and work-related learning.

**Open evening 2014: Monday 10 November**



## Askham Bryan College

**Askham Bryan • York • YO23 3FR**  
**[askham-bryan.ac.uk](http://askham-bryan.ac.uk) • 01904 772277**

Offers a range of Apprenticeships, A Levels, Diplomas and applied learning courses.

**Open evening 2014: Thursday 13 November, 5pm**

**See website for more open days and taster days**





# PROVIDERS IN YORK



## Fulford School\*

**Fulfordgate • York • YO10 4FY**  
**fulford.york.sch.uk • 01904 633300**

Offers a range of AS and A Levels and BTEC Level 3 qualifications.

**Open evening 2014: Thursday 6 November**



## Huntington School\*

**Huntington Road • Huntington • York • YO32 9WT**  
**huntingtonschool.co.uk • 01904 752100**

Offers a range of AS and A Levels.

**Open evening 2014: Tuesday 11 November**



## Joseph Rowntree School\*

**Haxby Road • New Earswick • York • YO32 4BZ**  
**josephrowntree.co.uk • 01904 552100**

Offers a range of A Levels and BTEC courses in addition to vocational Hair & Beauty courses.

**Open evening 2014: Monday 3 November**



## York College\*

**Sim Balk Lane • York • YO23 2BB**  
**yorkcollege.ac.uk • 01904 770200**

Offers a range of AS and A Levels, vocational courses and Apprenticeship programmes.

**Open evenings 2014–15: Wed 12 November, Sat 6 December, Wed 4 March, Thu 9 June**

# FULL-TIME EDUCATION: OTHER OPTIONS

## Independent schools

A range of A and AS Levels are also available from these independent (fee paying) schools in York:

- **Bootham School** 49–57 Bootham • York • York • YO30 7BU • 01904 623261  
boothamschool.com
- **St. Peter's School** Clifton • York • YO30 6AB • 01904 527300  
st-peters.york.sch.uk
- **The Mount School (girls)** Dalton Terrace • York • YO24 4DD • 01904 667500  
mountschool.york.co.uk

## Special Educational Needs

The Local Offer for York is now available on the YorOK website ([yor-ok.org.uk](http://yor-ok.org.uk)). This provides information for parents, carers and young people with special educational needs and disabilities. This includes a wealth of information on what's happening in York, support, advice, information about health services, social and sporting activities and information on growing up and leaving school. This contains useful links to services and providers who are available to support young people and their families in this important step towards adulthood.

As from Autumn 2014, there will be a change in the way children with special educational needs and disabilities will have their needs assessed and recorded. The Statements of Special Educational Needs and the Section 139a Learning Difficulty Assessment will gradually be phased out and replaced with an Education, Health and Care Plan. This holistic plan will not only focus on the provision needed but the outcomes that provision is aiming to achieve. It will have a broader focus on areas such as transition to adulthood, developing and maintaining friendships and becoming independent. This can be used for young people up to the age of 25, who are still in education. The Education, Health and Care Plan will be reviewed at least annually to ensure the information held is current and to discuss progress towards outcomes.

For some young people their school will transfer their Statements of Educational Needs to an Education, Health and Care Plan between September 2014 and July 2016. For others Connexions may support a transfer an Education, Health and Care Plan.

# AND FINANCIAL SUPPORT

The Education, Health and Care plan is part of a graduated response to supporting young people with special educational needs. Many young people will have their needs met through the SEN Support and a 'My Support Plan', which enables a co-ordinated multi-agency approach to assessing, planning, providing provision and reviewing progress the young person makes.

Depending on your family circumstances and what your son or daughter chooses to do, there may well be extra financial support to help them to continue in full-time education and other training programmes.

## 16–19 Bursary Fund

Young people who may need some financial support to help stay in publicly funded education or training after 16 through to the age of 19 can apply to their intended school sixth form, college or training provider for support from the 16–19 Bursary Fund:

- Those most in need could be eligible for a bursary of £1,200 a year. These include young people in care, care leavers, young people receiving income support (or Universal Credit in their own name) and disabled young people receiving both Employment Support Allowance and Disability Living Allowance (or Personal Independence Payment).
- Other students facing financial difficulties may also be able to apply for a bursary to help with costs of transport, food, equipment or other participation and/or course-related costs. Awards are made to individual students on a case-by-case basis according to assessed need and funding availability.
- Awards ordinarily will not be cash payments, but whenever possible be “in kind” as, for example, meal vouchers or bus passes.

## Care to Learn

Care to Learn is a scheme that provides financial support to a young person who is under 20 years old at the time he or she starts their course and is the main parent/carer for their child as long as the other parent does not provide any childcare and doesn't claim any Child Tax Credits. Care to Learn can be used to help pay for childcare and related travel costs while the young parent remains in learning. It's available for all kinds of courses, both full and part-time, and is paid direct to the nursery or childminder. Payments for the young person's travel expense is paid to the education provider who will either reimburse the young person or make arrangements for their travel.

## Child Benefit and Tax Credits

If your son or daughter continues in education, you should be able to continue claiming Child Benefit and any Tax Credits that you are entitled to until they turn 20. If they leave education but return before their 19th birthday, you can start claiming again until they turn 20. If your son or daughter is already 19, they need to have either started the course or been enrolled or accepted on it by their 19th birthday.

## Help with transport

There are various schemes to help with the cost of your son or daughter's transport to college or sixth form, provided certain conditions are met: If your family is on a low income and you live at least three miles from the institution, your son or daughter may be entitled to a free bus pass. Your son or daughter may also apply for assistance as an independent student without regard to parent/carers' income according to set criteria. Students with any special needs that require assistance with transport will be assessed on an individual basis.

For full information and an application form, visit **[york.gov.uk/schools](http://york.gov.uk/schools)** then choose **Travel to School**.

Individual institutions may also be able to provide help with transport. See their websites and literature for further information.

## Other support and help

In certain circumstances (for example, if your son or daughter has to move out of the family home) there may be different types of support available. **Castlegate** (see page 22 and back cover for details) can give more advice.

# DOING MORE, GOING FURTHER: VOLUNTEERING AND COMMUNITY ACTION



There are lots of opportunities across the city for your son or daughter to try something new, develop skills, enhance their CV, meet new people, have fun and give something back to their community. Your school will be able to advise on the opportunities available to your son or daughter.

York's volunteer centre, based at York CVS on Priory Street, aims to match volunteers with new or existing volunteering opportunities that match their interests. To find out more about how to get involved, and to view some of the current volunteering opportunities, go to [yorkcvs.org.uk/content/volunteering-york](http://yorkcvs.org.uk/content/volunteering-york) or contact Clare Shepherd on **01904621133**.



# APPRENTICESHIPS, WORK EXPERIENCE

## Apprenticeships (Levels 2–4)

Apprenticeships give young people the opportunity to be in paid employment, while gaining a nationally recognised qualification. Apprentices work with experienced staff to gain job-related skills. They may attend college or a training provider, on a day-release or block-release basis, to gain off-the-job training. An Apprenticeship can also be a route into higher education.

Apprentices are employed, and so are entitled to the minimum wage for apprentices of £2.68 per hour. However, many employers will pay more than this. If your son or daughter is interested in an Apprenticeship, an adviser in school can help with the application process.

City of York Council has recently set up an *Apprenticeship Talent Pool*. By joining the talent pool young people will be kept up to date with the latest Apprenticeship information including vacancies with employers across the city, not just the Council. For further information ask your son or daughter to contact **york.apprenticeships@york.gov.uk** a few months before they leave school.



**f FACEBOOK:** [facebook.com/yorkapprenticeships](https://facebook.com/yorkapprenticeships)  
**t TWITTER:** [@yorkapprentices](https://twitter.com/yorkapprentices)  
**➡ SEE ALSO:** [apprenticeships.org.uk](https://apprenticeships.org.uk)

## Traineeships (below Level 2)

A Traineeship is a package, lasting up to 6 months, of work experience, English and mathematics and general skills for employment and life. It is aimed at young people who have not achieved Level 2 qualifications in Year 11 and who, with the additional short term development and support provided by a Traineeship, could readily move into an Apprenticeship or start a substantial vocational course.



# AND TRAINING

## Access to Music



0330 123 3153  
accesstomusic.ac.uk

## Askham Bryan College



01904 772277  
askham-bryan.ac.uk

## Babcock



0800 731 8199  
babcockinternational.com/markets/  
training/vocational-training

## CITB



0300 456 5038  
bconstructive.co.uk

## Derwent Training Association



01653 697698  
derwenttraining.co.uk

## Electronic Technology Services



07740 854000  
etservices.co.uk

## First 4 Skills



0845 071 9011  
first4skills.com

## JTL



0800 085 2308  
jtltraining.com

## Learndirect



0845 603 4055  
learndirect.co.uk

## Leeds College of Building



0113 222 6000  
lcb.ac.uk

## Remit



0845 839 9200  
remit.co.uk

## Tyro Training



01723 588072 / 01756 797266  
tyrotraining.co.uk

## YH Training Services



01904 666713  
yh-group.co.uk

## York College



01904 770400  
yorkcollege.ac.uk

## York Learning



01904 554277  
yorktrainingcentre.co.uk

## Subject areas



Admin, business & office



Agriculture & land-based



Building & construction



Catering and hospitality



Engineering



Environment, plants & animals



Financial services



Foundation



Healthcare & early years



Leisure, travel & tourism



Manufacturing



Motor vehicle



Music industry



Personal, hair & beauty



Retail sales & customer services



Traineeships

# WHAT ABOUT THE FUTURE? EMPLOYME

Better qualified and more highly skilled people generally earn more money and have more job options. Continuing in education and training helps young people develop their skills and become better qualified. It is still possible to go straight into a job at 16 under the rules for Raising the Participation Age, but this is the exception rather than the rule, and any employer should support and encourage access to training to meet these requirements.

Many young people have no firm career plans when they are in Year 11, but it is important to start thinking about options that might affect choices and skills development at this stage. With the fast pace of change in business and industry today, they need to put themselves in the best position to meet the needs of employers in the future.

## The local picture

If your son or daughter decides to live and work in York, they need to know about the nature of the local economy and jobs market. In the last 20 years, manufacturing in the York area has declined, but many other sectors have grown. York's employment rates are high, with strong demand in:

- Business, finance and professional services, including insurance
- York's visitor economy, which covers retail, hospitality, catering and tourism attractions
- Science and environmental technologies
- Creative and digital businesses

There are also opportunities in areas like health, care, education and advanced engineering. Most employers in York are small to medium sized companies. Self employment is a growing trend and there is support for young people interested in this option. Employers continue to value good basic skills in literacy, numeracy, communication and IT, but now they expect high level interpersonal skills, drive and ambition to ensure their business succeeds.

Current predictions are that the biggest growth in job opportunities in the coming years will be for those people whose qualifications are above level 3, which is equivalent to A levels, technical levels and applied general qualifications and other diplomas or Advanced Apprenticeships. This means that those who continue to study beyond the age of 18 or 19 and gain professional

# NT AND THE JOB MARKET

qualifications, Higher Apprenticeships or qualifications in universities and other higher education Institutions should be in a stronger position.

York's young people face competition for jobs from others outside of the city and may wish to consider travelling to work in neighbouring cities such as Leeds, where there are a broader range of opportunities available.

So, the message is: your son or daughter needs to make the most of their school, college or training provider and gain the most appropriate skills and qualifications to help them succeed.

Please note: Up-to-date information on employment, self-employment, the labour market and advice about courses, qualifications and how to apply is available at **[yor-zone.org.uk/futures4me](http://yor-zone.org.uk/futures4me)**. There are links to information produced by Leeds City Region for young people on local employment trends and opportunities in 10 Yorkshire regions including York, Leeds and Harrogate. The Careers Education, Information, Advice and Guidance programme in your son or daughter's school will also offer relevant information.



# WHAT ABOUT THE FUTURE? THINKING

Young people can progress to higher education (HE) with a range of qualifications, including:

- AS and A Levels
- BTECs and other Diplomas
- Apprenticeships

The English Baccalaureate is not a requirement for entry into HE. This is the position of universities nationally, though this will be kept under review.

Details on the current view of universities are available on their websites. However it is important to bear in mind the importance of a broad and balanced programme of subjects and that some degree courses, especially in the area of sciences, require particular GCSEs. Information is available on university and college websites.

York has two universities (the University of York and York St John University) and two colleges (Askham Bryan College and York College) which offer a wide range of HE courses, both academic and work-based (eg Foundation Degrees). So there is likely to be a programme suited to your son or daughter on offer locally. If they would like to go further afield, there are over 300 universities and colleges across the country offering over 43,000 courses (see UCAS details on page 23), so your son or daughter should be able to find a course that interests them!



## Costs and financial support

Universities and other HE providers in England are able to charge £6,000 to £9,000 fees per year to new entrants. (Tuition fees at private higher education institutions are not subject to this limit.) No fees are paid up front and fee loans are available. Graduates do not start repaying these loans until they are earning at least £21,000 a year.

In addition to applying for loans to cover tuition fees and living costs, there are a range of scholarships and bursaries available, as well as non-repayable maintenance grants for students from families with lower incomes.

# ABOUT HIGHER EDUCATION?

Local universities and colleges support a range of activities to promote access to HE for all young people. It is important to consider the long term value of HE. Generally, total earnings over a lifetime are higher for graduates than those without HE qualifications and there are many additional positive experiences and benefits to be gained from studying at a university or college.

## Higher Education: where to find out more

- For information about studying HE in York: **higheryork.org**
- For information about your options and help making a choice: **yor-zone.org.uk/futures4me**
- Universities and colleges in York offer a range of opportunities to find out more about HE both on their campuses and in school/college. In addition, there will be a series of presentations at the Steps to Success Event on 22 October, with question and answer sessions on HE and finances; and there will also be information stands.
- **gov.uk/studentfinance/** contains information on the costs, financial support, and repayments including a simple repayments calculator (with payments based upon the starting salary of the selected career).
- To find out more about when Open Days are being held please check on the following websites:
  - York St John University: **yorks.j.ac.uk** (places must be booked online)
  - University of York: **york.ac.uk/study/undergraduate/open-days/** (places must be booked online)
  - Askham Bryan College: **askham-bryan.ac.uk**
  - York College: **yorkcollege.ac.uk**
- For general information and advice on university:
  - **ucas.com**
  - **direct.gov.uk/unistats**
  - **university.which.co.uk** - information and advice on university; includes advice on GCSE and A level choices and implications for higher education.

# OTHER OPPORTUNITIES

There will always be a number of young people whose circumstances change or who reconsider their choices during their course. A few will not have been able to confirm their progression route before the end of year 11.

If your son or daughter does find themselves in this position, support and help is still available from Castlegate. They offer a free and confidential information, advice, support and counselling service for young people aged 16–25. Even after September, when the majority of programmes at schools, colleges and training providers start, there are still some shorter options and personal development opportunities available to help them progress, although places are limited.

## Step Up to Progress and New Start programmes

Step up to Progress and New Start are programmes at York College delivered over 3 days a week. They are designed for young people aged 16–19 who are unsure of their next step, have been unsuccessful in gaining employment with training, or are long-term unemployed. Step Up and New Start offer slightly different programmes dependent on student's choices. The courses build self confidence and personal, social and employability skills, through employer visits, employer workshops, voluntary work and preparation for work placements.

Step Up and New Start programmes start on **6th October 2014** and run through until **25 June 2015**. Flexible starts can be offered for young people who miss the October start date. Level 3 options will also be available from **3rd November 2014**. If your son or daughter would like to apply please refer to contact details at the end of the **In-year starts** section.

## In-year starts

Level 2 and Level 3 Work Programmes will be available from **January 2015**. These programmes are designed around 16- to 19-year-olds who want to gain workplace experience, Apprenticeships or full- or part-time work. Programme delivery is based around one day in college and two days in the workplace on unpaid work experience / placement. Placements are sourced for students in the suitable sector and location.



If your son or daughter would like to apply to either of the above two sections they can apply by talking to an adviser at Castlegate, contacting Martin Halliday or Stef Bricklebank on **01904 770280** or via email to **mhalliday@yorkcollege.ac.uk**.

## Access to Level 1 Land-Based

Access to Level 1 is a short, part-time programme run by Askham Bryan College to help decide if this is the right option for your son/daughter. The programme is really practical and will give students a chance to try out: Landscaping, Animal Care, Conservation, Horse Care, Farming & Agriculture, Team Sport and Outdoor Adventure Sports. It is 4 weeks long (3 days a week) and has multiple start dates.

## Level 1 Pathways

Level 1 Pathways is for young people who have not engaged well with regular mainstream education in the past, but who now feel they are ready to try again. The programme is run by Askham Bryan College, is very practical and focuses on developing confidence and a stepping stone into further education. Students will get to try out different practical skills including Horse Care, Agriculture, Horticulture, Animal Care and Sport. The programme is 3 days a week and will start in October 2014.

## Prince's Trust TEAM Programme

The TEAM programme is a 12 week intensive course that challenges young people to develop their self-confidence, people and employability skills. It includes a 1-week residential and a 2-week work placement and gives young people the chance to contribute through community projects.

The programme changes young people's lives and gives them direction. Those who complete get further support from the Prince's Trust to find work, self employment or move into further study. Askham Bryan College delivers this programme in York with 3 start dates a year.

For further information on the three courses listed above please call Askham Bryan College on **01904 772277**.

# FURTHER HELP AND ADVICE: WHERE TO

You should be involved in the decision-making process around your son or daughter's options and choices for their post-16 education and training. But that doesn't mean you have to be an expert. Schools and colleges have teachers, members of staff responsible for progression and transition from school and/or Connexions advisers who can answer questions and give advice on which pathway is most suitable.

## Advice and Guidance and Connexions

Each school is responsible for information, advice and guidance about future options for their students. The Connexions team work in partnership with your son or daughters school to offer a higher level of support for young people who need extra help with the transition from school. This includes young people with additional needs, looked after children and those disengaged from education. Get in touch through the school or Connexions head office – see back cover for details.

## Youth Support and Activities

Communities and Neighbourhoods and Children's Services work with young people all over the city. Their offer includes youth club sessions and activities, support services, sport and leisure opportunities, the Duke of Edinburgh's award and much more. Get in touch through one of the centres – see back cover for details.

## Castlegate

Castlegate is a free and confidential information, advice, support and counselling service for young people aged 16-25. Staff can provide information, advice and guidance to support next steps on education and career choices, health, housing, finance and relationships. They also produce the **Young People's Survival Guide to York**, a free guide for 16-25 year olds. Find them at 29 Castlegate (just behind Fenwick's).

## Transition Team

Connexions Advisers in school work with disabled young people and their parents/carers in planning next steps after school or college. Some young people have additional support from the Transitions Team. If your son or daughter has a special educational need, you may already be in touch with them through school. You can also contact them directly - see back cover for details.

# LOOK, WHO TO TALK TO

## On the web and on the phone

### General help

**gov.uk/browse/education/find-course**

Information on education and training options, including Apprenticeships

**yor-zone.org.uk/futures4me**

All sorts of information on services for young people in York

**nationalcareersservice.direct.gov.uk**

Phone: **0800 100 900**

Careers information and advice online, by telephone and web chat

### Volunteering

**volunteeringyork.org.uk** and **yorkcares.co.uk**

Two local websites providing information about volunteering

**do-it.org.uk**

Search for volunteering opportunities internationally, nationally and locally

**vinspired.com**

Volunteering information for 14–25s

### Finding out about courses

**yor-zone.org.uk/futures4me**

To access information on courses across York.

Electronic copies of:

- *Steps to Success: Planning your Future through Key Stage 4 and Beyond*
- *Steps to Success: Planning your Future Post 16*

### Training and Apprenticeships

**apprenticeships.org.uk**

**Facebook: /yorkapprenticeships**

**Twitter: @yorkapprentices**

Information on Apprenticeships – how they work, how to apply and what opportunities are available locally

### Higher Education

**ucas.com**

Detailed information about all courses, institutions, tuition fees and application procedures, including deadlines

**higheryork.org**

Information about HE study in York

**gov.uk/studentfinance**

All aspects of student finance, including a calculator to provide an estimate of the financial support which could be received

**direct.gov.uk/unistats**

Official website to help you compare information on universities

**university.which.co.uk**

Information and advice on university; includes advice on GCSE and A level choices and implications for higher education

### Employment issues

**gov.uk/browse/working**

Wide range of advice on employment and rights relating to it

**worksmart.org.uk/rights/young\_workers**

Employment rights information for young workers, from the TUC

# GET IN TOUCH IN YORK

Information, advice, guidance and support is available from your son or daughter's school. There is also support from the Connexions service, Communities and Neighbourhoods and Children's Services based in the centres below:

## Castlegate

29 Castlegate • York • Y01 9RN  
01904 555400

## Transitions Team

for young people with disabilities

**The Transitions Zone • Applefields School**  
Bad Bargain Lane • York • Y031 0LW  
01904 552085

## Communities and Neighbourhoods

**Moor Lane Youth Centre**  
Wains Road • Dringhouses • York • Y024 2TX  
01904 551761

## Children's Services

**West Offices • Station Rise • York • Y01 6GA**  
01904 554565 or 01904 552350  
[yor-ok.org.uk](http://yor-ok.org.uk)

An electronic copy of this booklet is available at  
[yor-zone.org.uk/futures4me](http://yor-zone.org.uk/futures4me).

If you would like any additional information or would like to receive this information in an accessible format, for example in large print, Braille, or on CD, please contact Beverley Wills, 14–19 Support Adviser:  
email [beverley.wills@york.gov.uk](mailto:beverley.wills@york.gov.uk) or  
telephone **01904 553008**.

## About this booklet

**This booklet was written by**  
the Connexions team and  
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**We value your feedback.** If you would  
like to share your  
thoughts about this  
publication, please visit  
[yor-ok.org.uk](http://yor-ok.org.uk)

This information can be provided in your own language.

我們也用您的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

☎ (01904) 551550

## Information, advice and guidance from Connexions:

- is independent, impartial and client centred
- takes full account of factors affecting labour markets
- promotes equality of opportunity

The information in this booklet was correct at the time of printing, September 2014.  
Please verify details with the institutions concerned.