

2020-21

Planning your future post-16



A guide for **parents, carers** and **young people**

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.

Due to the Covid-19 pandemic, most students were not able to attend school from the end of March to the end of the summer term. Added to this, at the time of writing, arrangements for GCSE and other examinations in 2021 have not yet been confirmed, although a three week delay to the usual timetable has been announced. This means that our young people find themselves in an uncertain situation – we want to support them through this difficult period as well as possible so that they can progress successfully to their next stage.

This booklet sets out:

- The right starting point
- Making choices
- Staying on in full-time education: Courses and qualifications, Providers in York and Other options and financial support
- Apprenticeships and Traineeships
- What about the future? Employment and the job market
- What about the future? Thinking about Higher Education?
- General education / in-year provision
- Institute of Technology
- Doing more, going further: Volunteering
- Further help and advice: Where to look, who to talk to
- Lifelong learning
- Get in touch in York

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, there is a route for them to follow in 2021–22. This booklet gives initial information and tells you where to find out more.

Participation in education and training after year 11

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.

It helps 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 fast changing, modern world.

The right starting point

▶ The September guarantee

It is very important that all young people are able to access education or training. To bring this about, we work to guarantee that every 16 year old school leaver will have an appropriate offer of education/training by the end of September after they finish Year 11. Your school will 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 30 Clarence Street (see pages [28](#), [31](#) and [back cover](#)).

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 pages [22–23](#)).

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 prospectuses. When they have decided on their preferred progression pathway, they can make applications to post-16 providers such as sixth forms, colleges, employers or apprenticeship training providers. 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)
- T Levels (the first four of a new range of employment sector based qualifications) (Level 3)
- Other vocational and general qualifications (Entry Level, Level 1 and Level 2)

2. Apprenticeships and Traineeships

- Apprenticeship training (Level 2–3) combined with a job, with progression opportunities post-18
- Traineeships (Level 2 and below), which prepare young people for an apprenticeship, employment or further education and training. They consist of substantial work experience and learning in English, mathematics and employability skills

These are the two routes followed by most young people. A third option is also possible:

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. GCSEs are now graded using a numbered scale from 9 (high) to 1 (low).

The information in this booklet applies to young people finishing Year 11 in 2021 and moving into post-16 education and training in September of that year.

Currently, all young people who have not been awarded a GCSE at grade 4 (standard pass) or higher in English or mathematics will have those subjects in their programme, whatever its level. Final arrangements for post-16 study of English and mathematics in academic year 2021-22 will not be known until well into 2021 but young people should expect to continue with these subjects if they achieve a grade 1, 2 or 3 in 2021.

Foundation Learning (Entry Level and Level 1)

Foundation Learning provides a personalised programme of qualifications and experiences at Entry Level or Level 1. There are no formal entry requirements and programmes are designed to support young people to progress 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 are likely to include either a Level 1 qualification or some GCSEs at grade 3. Most courses are vocational, such as BTECs and other Diplomas. Your son or daughter can also re-sit previous GCSEs, study to gain extra ones, or pursue a traineeship or intermediate apprenticeship. Courses usually take up to one year to complete.

Advanced (Level 3)

Options include A Levels, Tech Levels and Applied General qualifications (including BTECs and other Diplomas), the first four of a new set of qualifications called T Levels and advanced apprenticeships. Your son or daughter will usually need at least four GCSEs at grade 4 or higher (often including English and mathematics, with specific higher grades in related qualifications); or an Intermediate Level qualification. Advanced Level programmes 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 improve their motivation, provide the foundation for positive results and enhance their opportunities for progression.

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.
- **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 their school 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 would like to do.

Staying on in full-time education:

Courses and qualifications

▶ 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).

AS and A Levels are totally separate qualifications. A candidate can take an AS Level exam after one year and achieve a qualification. This AS Level grade does not contribute to their final A Level grade and the A Level exam also tests the material covered in the AS Level course. AS Levels have no coursework components and A Levels have coursework only where assessment cannot be carried out through an end of course exam. Different institutions have their own policies on AS Levels. If you take an A Level in a particular subject over two years you will not necessarily take an AS Level in that subject at the end of the first year. You should check at the institutions you are interested in to be clear about their policies.



▶ 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.

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 courses for other vocational qualifications (such as BTEC's) 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 pages [13](#) to [15](#)).

The qualifications are assessed by a mix of practical assignments, building up a portfolio of evidence and external assessments (exams). There is no fixed duration, but students usually take one year to complete a qualification at Level 1 or 2. At Level 3, programmes are flexible and qualifications can be achieved at the end of both the first and second year.

▶ T Levels (Level 3)

T Levels are new qualifications introduced from September 2020 which are equivalent to three A Levels. They will provide a mixture of classroom learning and an industry placement of at least 45 days as a route into employment, further study or a higher apprenticeship. In 2021-22 only four courses in the employment sectors of digital, construction, education & childcare and health & science will be available through a limited number of institutions including York College and Bishop Burton College (there is a daily bus service to and from York). For more information go to www.tlevels.gov.uk.

▶ 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, e.g. personal and social skills, confidence building, reading, writing and numeracy. Programmes include vocational learning and their duration depends on the individual needs, aims and goals of the young people involved.

▶ Full-time study programmes

All levels will comprise approximately 600 hours per year made up of qualifications, tutorial, work experience and other support activities. This may not require attending classes five days a week.

Staying on in full-time education:

Providers in York

▶ All Saints School

Mill Mount • York • YO24 1BJ

allsaints.york.sch.uk

Contact the Sixth Form directly on 01904 545206 or 6fadmin@allsaints.york.sch.uk

A range of A Level and other Level 3 qualifications

Open evening 2020: Wed 4 November



▶ Applefields School

Bad Bargain Lane • York • YO31 0LW

applefieldsschool.co.uk • 01904 553900

Qualifications and awards appropriate to individual needs for those students with an EHCP, including ASDAN awards and AQA units

For information on admissions and visits please contact the number above



▶ Archbishop Holgate's School

Hull Road • York • YO10 5ZA

archbishopholgates.org • 01904 411341

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

Open evening 2020: Wed 11 November; see website for more info about open evening and taster days



▶ Askham Bryan College

Askham Bryan • York • YO23 3FR

askham-bryan.ac.uk • 01904 772277

Vocational study programmes and apprenticeships linked to outdoor careers and land-based industries

Open events 2020-21: Tue 6 Oct, Sat 7 Nov, Sat 30 Jan, Tue 2 Mar, Sat 20 Mar.

See website for timings and more information



▶ Fulford School

Fulfordgate • York • YO10 4FY
fulford.york.sch.uk • 01904 633300/666406
sixthform@fulford.york.sch.uk

A range of A Levels and Level 3 qualifications

Open evening 2020: Thu 12 November



▶ Huntington School

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

A range of A Levels and Level 3 qualifications

Open evening 2020: Mon 9 November

See the website for information about our taster days



▶ Joseph Rowntree School

Haxby Road • New Earswick • York • YO32 4BZ
josephrowntree.co.uk • 01904 552157

A range of A Levels and a small number of vocational courses, including BTECs

Open evening 2020: Tue 3 November



▶ York College

Sim Balk Lane • York • YO23 2BB
yorkcollege.ac.uk • 01904 770770

A wide range of AS and A Levels, vocational courses and apprenticeship programmes

Open events 2020-21: Tue 13 Oct, Wed 11 Nov,
Sat 21 Nov, Thu 11 Feb and Mon 21 Jun.



Schools and colleges will not be inviting students to attend open evening events this year due to the Covid-19 related restrictions on large groups of people gathering in single venues. Instead they will use the days designated for their events to provide opportunities to find out about their offer remotely. These could include virtual tours, online presentations and question and answer sessions through video-conferencing facilities. Additionally, there will be extensive information available on their websites.

Similarly, it will not be possible to run the usual programme of taster days in January 2021. Schools and colleges will be working together to provide some alternative support for students at that time to help inform their decisions about applying for places, which is usually done in the spring term.

Staying on in full-time education:

Other options and financial support

▶ Independent Schools

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

- **Bootham School** Bootham • York • YO30 7BU • 01904 623261
 - boothamschool.com
- **St. Peter's School** Clifton • York • YO30 6AB • 01904 527300
 - stpetersyork.org.uk
- **The Mount School (girls only)** Dalton Terrace • York • YO24 4DD • 01904 667500
 - mountschoolyork.co.uk

▶ Special Educational Needs

The Local Offer for York is available on the YorOK website (yor-ok.org.uk/localoffer). It provides information for parents, carers and young people with special educational needs/disabled young people. This includes information on what's happening in York, support, advice, health services, social and leisure activities and growing up and leaving school. There are also links to services and providers available to support young people and their families in their important steps towards adulthood.

Young people with special educational needs/disabled young people may have a My Support Plan or an Education, Health and Care Plan (EHCP).

Many young people will have their needs met through the SEN Support from a 'My Support Plan', which enables a coordinated multi-agency approach to assessing, planning and providing provision and to reviewing progress the young person makes. Some young people will have an existing 'My Support Plan' from their school. Some may need one once they start college or post school provision if they need additional support.

If a young person has complex educational needs which cannot be met through standard funding arrangements, they may need an EHCP. A request can be made for a plan with evidence of their needs, their progress and information about existing support. This is usually made by the school, college or training provider. A panel decides if the young person's needs meet the criteria for an assessment and an EHCP.

The My Support Plans and EHCPs contain information about the provision needed and also the outcomes it is intended to achieve. Plans have a broader focus on areas such as transition to adulthood, developing and maintaining friendships and becoming independent. An EHCP can be used for young people with complex, high needs up to the age of 25, if they are still in education and training. Plans are reviewed at least annually to ensure information is current and to plan next steps towards their agreed outcomes.

► 16–19 Bursary Fund & 16–24 apprenticeship grant for care leavers

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

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 (or Universal Credit in their own right) and Disability Living Allowance (or Personal Independence Payment).
- Care leavers aged 16–24 will receive a £1,000 bursary payment if they choose to do an apprenticeship.
- Other students facing financial difficulties may also be able to apply for a bursary to help with costs of transport, 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.
- Your provider will decide how you get your bursary. You might be paid in full or in instalments, or more typically payments are made ‘in kind’ for travel passes, free meals and/or to pay for books.

► 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 who is the main parent/carer for their child. Care to Learn can be used to help pay for childcare, place holding over summer and related travel costs while the young person remains in learning.

Care to Learn is available for a variety of courses, full and part-time and is paid direct to the Ofsted registered childminder or nursery. Payments for the young person’s travel expenses are made to the education provider who will either reimburse the young person or make arrangements for their travel. More details on this scheme will be available from the intended school sixth form, college or training provider.

▶ Child Benefit and Child Tax Credits

If your son or daughter continues in education, you should be able to continue claiming Child Benefit and any Child 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 over 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 tinyurl.com/helpwithtransport. Individual institutions may also be able to provide help with transport. See their websites and literature for further information.

▶ Free meals

The free meals entitlement covers school sixth forms, colleges and some other post-16 provision. To be eligible, a young person needs to have an EHCP, or meet criteria relating to receipt of benefits. Please speak to your school for further details.

▶ 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. See pages [28](#), [31](#) and the [back cover](#) for details of where you can access additional advice.

Apprenticeships and Traineeships

▶ Apprenticeships (Level 2 and above)

An apprenticeship is a contracted, paid job with training. Your son or daughter will work alongside experienced staff, gain job-specific skills, earn a wage and get holiday entitlements. They also benefit from off-the-job training that improves their skills, knowledge and behaviours to perform better in their role. This route often leads to progression in employment or to university.

Apprentices usually start on Level 2 or 3 (equivalent to GCSE or A Level) and could continue onto Level 4 or 5 (foundation degree level) and in some cases, up to Level 6 or 7 (bachelor's or master's degree level).

Levels of Apprenticeships			
Intermediate Level 2	Advanced Level 3	Higher Levels 4 - 5	Degree Levels 6 - 7
Broadly equivalent to GCSEs	Broadly equivalent to A Levels	Broadly equivalent to Foundation Degree level	Moving on to Degree and Master equivalent qualifications
A minimum of 12 months	Average of 18 months	Average of 24 months	Average of 24 – 48 months

You might have to start at a lower level apprenticeship straight from school and climb the training ladder. For example:



Progression within a variety of different sectors will also be available, for example in engineering and construction.

Apprentices are usually employed on a full time contract (30 hours + per week), although it may be possible to do on a part time basis and spread over a longer time period. After 12 months of employment, all apprentices must be paid at least the national minimum wage relevant for their age.

Apprentices and employers are supported by a training provider (details on [page 15](#)), who deliver full support across all skills, knowledge and behaviours required for the apprenticeship programme. There are several ways to receive training: one day per week at college or training centre, block placements or visits to the workplace by the training provider. Apprentices usually complete an online portfolio and most apprenticeships include formal assessments, qualifications and end point examinations, tests or projects.

City of York Council's 'York Apprenticeship Hub' can provide more information and support, including the latest apprenticeship vacancies and recruitment events.

For more information go to york.gov.uk/yorkapprenticeships or email york.apprenticeships@york.gov.uk

To search and apply for vacancies, go to gov.uk/apply-apprenticeship

For construction vacancies, go to citb.co.uk/courses-and-qualifications/citb-apprenticeships/become-a-citb-apprentice

Five top tips on applying for an apprenticeship:

- Have a **genuine interest** in the position you are applying for.
- Read the job description **carefully**. Your answers to questions should link in with the key elements of the apprenticeship.
- Do your **research** and demonstrate that you know about the company.
- Tailor your answers to the **job description**. Use examples from work experience, school or college studies, volunteering or hobbies.
- Ensure you use **spell check** and a sensible email address.

Amazing Apprenticeships produce a monthly Apprenticeship Parents' Pack: amazingapprenticeships.com/parents

▶ Traineeships (below Level 2)

A traineeship is a programme ranging from 6 weeks to a maximum of 1 year of work experience, English and mathematics and general skills for employability and life. It is aimed at young people who have not achieved Level 2 qualifications in Year 11 and who, with additional short term development and support, could move into an apprenticeship or start another type of vocational course. Check training provider websites to see if they offer traineeships.

For more information go to gov.uk/find-traineeship

▶ Training providers in York

Not all apprenticeship jobs are advertised on the gov.uk website. This may be because employers recruit directly or by working with their preferred training provider to identify candidates. It is worth your son/daughter approaching employers they are interested in and checking employer's websites and social media posts throughout the year. In addition your son/daughter can contact training providers direct, as they may be aware of apprenticeship opportunities with employers that they are supporting. We know of times when employers were not considering an apprentice, but changed their minds when presented with a great candidate.

By signing up with up with a training provider, they will offer advice and guidance when searching for an apprenticeship. If your son/daughter has been unsuccessful passing their English and mathematics at GCSE level 4 then training providers will support them to complete their Functional Skills qualifications. This is a selection of some of the training providers who work with employers in York and further afield:

Askham Bryan College

askham-bryan.ac.uk

Babcock

babcocktraining.com

Babington

babington.co.uk

Bishop Burton College*

bishopburton.ac.uk

CITB

citb.co.uk/courses-and-qualifications/become-a-citb-apprentice

CMS Vocational

cmsvoc.co.uk

Craven College

craven-college.ac.uk

Derwent Training

derwenttraining.co.uk

East Riding College*

eastridingcollege.ac.uk

Estio

estio.co.uk

GKA

gkapprenticeships.com

HIT Training

hittraining.co.uk

JTL

jtltraining.com

Leeds College of Building

lcb.ac.uk

Lifetime Training

lifetimetraining.co.uk

North Lancs Training Group

nltg.co.uk

Northern Skills Group

northernskills.co.uk

Selby College

selby.ac.uk

YH Training Services

yh-group.co.uk

York College

yorkcollege.ac.uk

York Learning

yorklearning.org.uk

**Run a daily bus from York*

What about the future?

Employment and the job market

People with the skills and qualifications that businesses need are generally better paid and have more job options. Continuing in education and training helps young people to develop these skills, gain qualifications and get ready for the world of work. This includes going straight into an apprenticeship or job between the ages of 16 and 18. An apprenticeship is a job with training, which leads to a recognised qualification and often a clear route to progress a career. Any employer should support and encourage access to training, even if the position is not linked to an apprenticeship.

▶ The local picture

As York recovers from the impact of Covid-19, the number and types of jobs available are changing. It's likely you'll know people who have changed job, the hours they work or which company they work for during the past 6 months.

A key change is that more people now work from home, rather than going to an office. However, many roles still rely and thrive on people delivering a personal service such as in health & social care, education, retail, logistics and hospitality. Many science, technology, engineering and mathematics (STEM) roles also require employees to use manufacturing, engineering and laboratory equipment at designated sites.

The jobs market in York is currently very competitive; as well as young people leaving school, college and university, more people are looking to change jobs or return to work. This means that personal qualities such as adaptability, a willingness to learn and resilience are more important than ever.

Whilst it's good to have a clear idea of next steps, many young people have no firm career plans when they are in Year 11. So, now's the time for your son or daughter to think about developing the transferable and technical skills that employers need. With the fast pace of change in business and industry today, they will need to put themselves in the best position to meet the needs of employers in the future.

In terms of key skills that employers are looking for, they can be broken down into two categories: **baseline skills** and **specialist skills**.

The most sought after baseline skills are as follows (in order):

- Communication skills
- Planning
- Organisational skills
- Microsoft excel
- Creativity
- Detail-orientated
- Research
- Problem solving
- Building effective relationships
- Writing
- Microsoft Office
- Leadership
- English
- People management
- Mentoring
- Time management
- Meeting deadlines
- Presentation skills
- Computer literacy

Whereas the most sought after specialised skills are listed below (in order):

- Teaching
- Teamwork/collaboration
- Customer service
- Budgeting
- Project management
- Sales
- Accounting
- Business development
- Website programming languages (SQL, JavaScript, HTML, CSS, PHP etc)
- Key performance indicators (KPIs)
- Quality assurance and control
- Staff management
- Stakeholder management
- Scheduling
- Social media
- Quality management
- Procurement
- Supporting people with mental health conditions
- Customer contact

► **So, when deciding to live and work in York, you'll need to know about**

Local employers

York has some big employers in the city but most are small to medium sized companies (with fewer than 250 employees). Self-employment and starting your own business is also possible, but it's important for your son or daughter to understand the sector they wish to operate within and who their customers will be.

Job opportunities

Current predictions are that the biggest growth in job opportunities in York will be for those people whose qualifications are Level 3 or above, which is equivalent to A Levels, T Levels and applied general qualifications, diplomas or advanced apprenticeships. This means that those who continue to study or train beyond the age of 18 or 19 should be in a stronger position. This could be at a university or other higher education institution, through a higher/degree level apprenticeship, or by gaining professional qualifications while working.

Employment Sectors

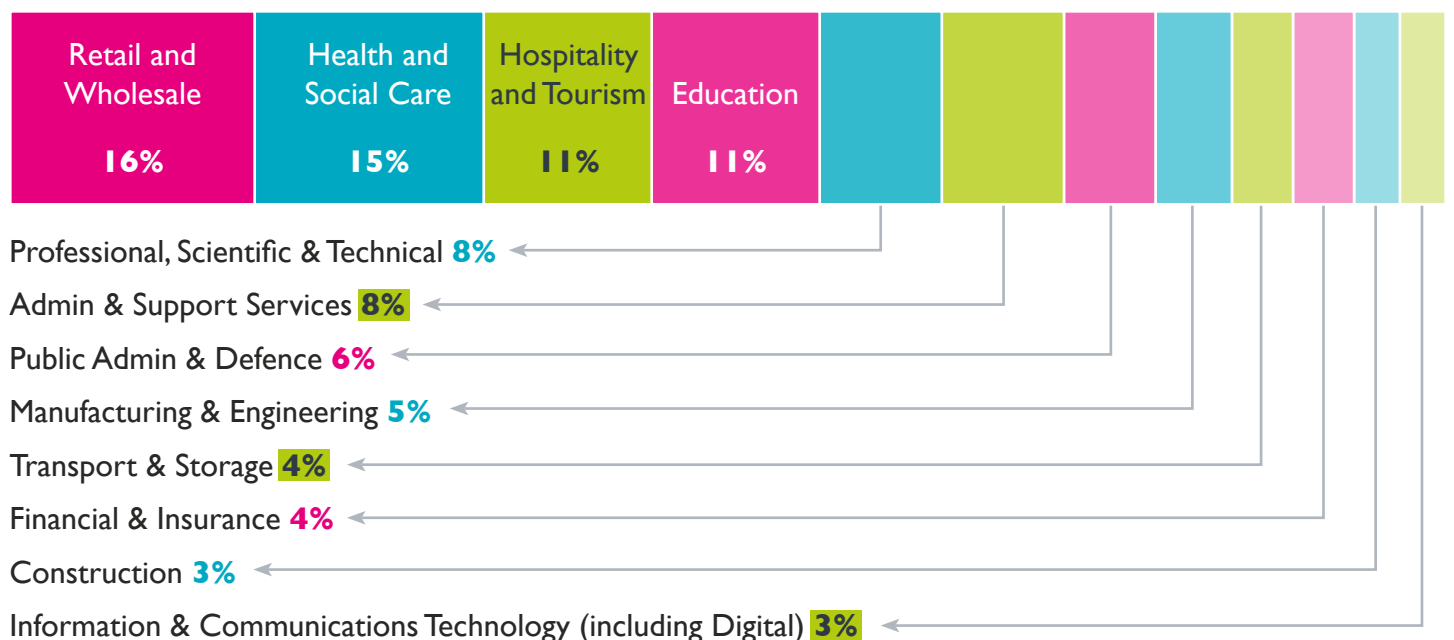
Businesses in these employment sectors include a wide range of different jobs and occupations. Each sector has its own specialist occupations, but will also include people working in finance, IT, and other roles. Some examples of specialist occupations are listed below:

Employment Sector	Examples of Jobs
Construction	Joiners and Surveyors
Retail and Wholesale	Sales Assistants and Warehouse Manager
Health and Social Care	Care Worker and Counsellor

Employment sectors that have seen an increase in jobs between 2015-2018*	Employment sectors that have remained stable between 2015-2018
<ul style="list-style-type: none"> Hospitality and Tourism Public Admin and Defence Manufacturing and Engineering Information and Communication Technology (including Digital) Real Estate 	<ul style="list-style-type: none"> Retail and Wholesale Health and Social Care Education Professional, Scientific and Technical Admin and Support Services Transport and Storage

*Whilst key sectors have been affected by Covid-19, there will continue to be a replacement demand in hospitality, retail etc.

Employment Sectors in York





So, the message is: young people need to make the most of their school, college or training and gain the most appropriate skills and qualifications to help them succeed.

You might also find the following information sources useful:

- To search for general employment opportunities go to [jobhelp.campaign.gov.uk](https://www.jobhelp.campaign.gov.uk)
- For apprenticeships go to [gov.uk/apply-apprenticeship](https://www.gov.uk/apply-apprenticeship)
- [Futuregoals.co.uk](https://www.futuregoals.co.uk) is a website that provides inspiration and support to help people of all ages choose their career paths, give them the right skills and experience to start work or change career and provide vital links between education and employers. There is also a section that helps find out about interests, values and skills at [futuregoals.co.uk/remote](https://www.futuregoals.co.uk/remote) (under 'Create it')
- Look out for the new Shape your Future York & North Yorkshire booklet that will be available in October. This guide provides information about the key local employment sectors, qualifications and pathways, the importance of skills and making successful applications. All schools will have a small supply and there will be electronic access at: [education.aspire-igen.com/resources](https://www.education.aspire-igen.com/resources)

What about the future?

Thinking about Higher Education?

Young people can progress to higher education (HE) with a range of qualifications, including A Levels, BTECs, diplomas and apprenticeships.

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. If your son or daughter knows the type of job they would like to do after studying, look at job adverts and applications to see if they ask for particular qualifications.

It is also possible to apply for deferred entry onto HE courses, which allows them to secure their place on a course whilst they gain valuable work experience or travel.

▶ Studying in York

York has two universities (the University of York and York St John University) and two colleges (Askham Bryan College and York College). All institutions offer a wide range of HE courses, both academic and work-based, including degree-level apprenticeships and foundation degrees. Further afield, there are around 400 providers across the country offering over 50,000 courses (see UCAS details on pages [21](#) and [29](#)), so there should be a course to meet any interest.

It is important to recognise that some courses ask for particular A Levels or other qualifications. Teachers and advisers at schools will be able to tell you which subjects may be useful when picking options for HE. Information about entry requirements for courses is available through university and college prospectuses and websites.

▶ Costs and financial support

Universities and other HE providers in England can charge up to £9,250 per year (in 2020-21). No fees are paid up front and fee and maintenance loans are available depending on your financial situation. Graduates do not start repaying these loans until they are earning at least £25,725 per year. The rate of repayment is 9% of their earnings over £25,725 and loans are written off after 30 years no matter how much is paid off.

In addition to applying for loans to cover tuition fees and living costs, there is a range of scholarships and bursaries available.

Disabled Students' Allowance (DSA) is available to support students with a range of difficulties and conditions. Allowances and support available through DSA are tailored to individual need through a personal DSA Needs Assessment. Assessments can be carried out locally to where you live or where they plan to study. There are two DSA Assessment Centres in York - see [page 21](#) for details.

Higher Education: where to find out more

- Universities and colleges in York offer a range of opportunities. To find out more about when Open Days are being held please check on the following websites:
 - York St John University: yorksja.ac.uk/opendays (places must be booked online)
 - University of York: york.ac.uk/openday (places must be booked online)
 - Askham Bryan College: askham-bryan.ac.uk
 - York College: yorkcollege.ac.uk
- For Disabled Student's Allowances Assessment Centres, go to:
 - Higher York Access Centre: yorksja.ac.uk/access-centre
 - Aim Assessments: aimassessments.co.uk
 - To find other centres nationally: dsa-qag.org.uk
- For information on financial support, including a simple calculator, go to gov.uk/student-finance
- For further information about making repayments visit studentloanrepayment.co.uk
- For general information and advice on university and degree apprenticeships:
 - ucas.com (the official website to apply for Higher Education and to search for degree apprenticeships)
 - discoveruni.gov.uk (advice and guidance on university)
 - whatuni.com (advice and guidance on university)
 - theuniguide.co.uk - information and advice on university; includes advice on GCSE and A Level choices and implications for higher education.



General education / in-year provision

▶ York College

The college offers a variety of provision with start dates across the year. Entry requirements vary by the level of the course; please contact Martin Halliday on 01904 770455 or email latestarts@yorkcollege.ac.uk (email contact is the preferred option). The college's offer for 2020-21 is set out below.

September 2020

- **Level 3 Extended Project Qualification:** This involves working towards an Extended Project Qualification, NOCN Employment, Training and Personal Development Qualification and developing academic skills supporting progression to university. (The student requires a 4 or above in English language to study this programme.)

October 2020

- **Level 2 Vocational Studies (work programme):** This Level 2 programme is based around employment, training and personal development and is delivered in conjunction with a structured weekly 1 day placement option (available from January 2021) The course is designed to help with key employability skill development, self-confidence, whilst also focusing on English and mathematics for students who have not secured a 4 or above at GCSE. (3 days a week)
- **Level 2/3 Certificate in Employability:** Based at The Parish House in Acomb. It builds self-confidence and personal, social and employability skills for a wide range of students, including those who have struggled to engage in a college environment, like a different way of learning or want to change direction.

November 2020

Extended Project Qualification: This involves working towards an Extended Project Qualification, NOCN Employment, Training and Personal Development Qualification and developing academic skills supporting progression to university. (The student requires a 4 or above in English language to study this programme.)

January 2021

In January 2021 it is our intention that starts will also be offered in the following divisions: Sport & Fitness, Art & Design, Construction, Hair & Beauty and Engineering.

More information will be communicated in a November 2020 Late Start launch event at York College regarding the specifics of the late start courses and application process.

► Askham Bryan College

For more information, contact the College on 01904 772277 or www.askham-bryan.ac.uk

Entry 1 - 3.5 Practical Countryside Skills

Entry Level courses give a wide range of transferable skills giving a stepping stone to Level 1. The course is over 3 days with a mix of practical and theory sessions covering Horticulture, Farm Animals and Animal Care.

Level 1 Pathways

A progression from E3.5 or an alternative route into education for those with no formal qualifications. The pathways are theory and practical based which develop skills for one of the key pathways: Horse Care, Agriculture, Horticulture and Animal Care which give a stepping stone to further education. Students should have practical experiences in either of the four pathways offered.

Stepping Stone and Level 2 Pathways

Study a minimum of 3 days per week. Students will broaden their vocational skills, develop their ability to study independently, explore career routes, boost confidence and much more before they move onto a higher demanding level of study (Entry 1/Level 2).

These courses are offered in Animal Care and Horticulture. Please visit www.askham-bryan.ac.uk for new information and on taster day events.

Prince's Trust TEAM Programme (12 weeks, 3 start dates a year)

Challenges young people to develop self-confidence, interpersonal and employability skills. It includes a one-week residential and a two-week work placement and gives young people the chance to contribute through community projects. Completers get support to find work, become self-employed or progress to further study.

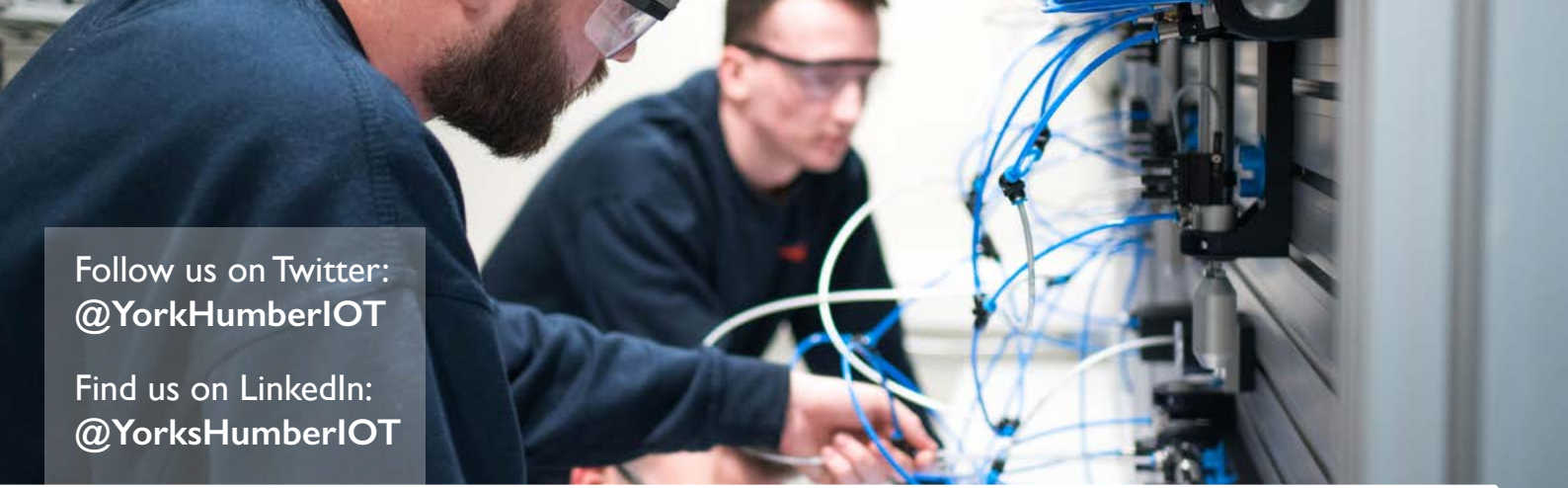
Flexible Learning Programmes

This course runs from 8-12 weeks, 2 days a week, covering employability, health & safety, first aid, horticulture, animal care and horse care. Available around the Yorkshire region to anyone claiming work related benefits aged over 16.

► YH Training Services

Military Preparation

Prepares young people aged 16-24 to join the Army, Navy or Air Force. Help to prepare learners for the application, selection and assessment process is available. In addition Functional Skills up to Level 2 in English and maths are delivered. Tutors are ex-military personnel and will work with your son or daughter to ensure they achieve their career aspiration. For more information contact YH Training on 0800 542 2848 or visit www.yh-group.co.uk



Follow us on Twitter:
@YorkHumberIOT

Find us on LinkedIn:
@YorksHumberIOT

Institute of Technology

The Yorkshire & Humber Institute of Technology is among a number of Institutes of Technology across the country designed to increase higher level technical skills.

YORKSHIRE & HUMBER										
I	N	S	T	I	T	U	T	E	OF	
T	E	C	H	N	O	L	O	G	Y	

The institute delivers high quality, higher technical university-level qualifications such as HNCs, HNDs, Apprenticeships and Foundation Degrees with a focus on STEM (science, technology, engineering and mathematics) subjects.

The Institute is a collaborative partnership between a number of colleges, universities and employers in the region. Partners are working together to deliver and develop high quality higher-level curriculum in digital, engineering and manufacturing, construction and agri-tech subjects.

Specific courses include Engineering and Engineering Technologies, Manufacturing Technician, Computing and Digital Technologies, Cyber Security, Software Development, Computer Games Development, Precision Agriculture Technology, Agricultural Engineering, Construction and the Built Environment and many more.

Listed below are the partners in Yorkshire & Humber, each of which will deliver some of the courses listed above. Visit their websites and search the **Higher Education** courses for more information:

- York College: www.yorkcollege.ac.uk
- Askham Bryan College: www.askham-bryan.ac.uk
- York St John University: www.yorks.j.ac.uk
- Selby College: www.selby.ac.uk
- Bishop Burton College: www.bishopburton.ac.uk
- East Riding College: www.eastridingcollege.ac.uk
- Scarborough TEC: www.scarboroughtec.ac.uk
- Craven College: www.craven-college.ac.uk
- University of Hull: www.hull.ac.uk



Doing more, going further:

Volunteering

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.

To find out more about how to get involved in volunteering, see [page 29](#).

The National Citizen Service (NCS) is a programme open to all 16 and 17 year olds in England.

It helps young people build skills for work and life, while taking on new challenges and meeting new friends. NCS brings together young people from different backgrounds and helps them develop greater confidence, self-awareness and responsibility. It encourages personal and social development by working on skills like leadership, teamwork and communication.

It runs in the summer and autumn and gives young people an opportunity to spend a short period of time away from home and take part in a team project that will help local communities. This autumn's non-residential programme will be held over half term (26-30 October) with opportunities to take part in a social action project in the weeks that follow.

For further information go to wearencs.com or call 0800 197 8010



Further help and advice:

Where to look, who to talk 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 have members of staff responsible for progression and transition, and advisers who can give advice on which pathway is most suitable. All of York's secondary schools have City of York Council employed Learning & Work Advisers working with them to support and advise those Y11 leavers who are identified as being 'at risk of NEET', and their pupils from Y8 upwards who are in care of the Local Authority.

▶ York Career Ready

This is a structured, employer led careers programme for sixth form students looking to stay local and enter the world of work upon completing sixth form. The aim is to increase the employability of students through a series of engagements with businesses and industry professionals, making a difference when it comes to finding employment, an apprenticeship or training. Due to the ongoing implications of Covid-19, activities on this programme are likely to be virtual in the short term.

The programme includes:

- **Masterclasses:** delivered by employer volunteers on topics such as networking, communication, creating a professional social media presence and interview techniques.
- **Mentoring:** Students meet with their matched mentor for approx. 1 hour every month either at school or the workplace. Mentors help guide students through the programme whilst imparting their industry and/or personal experience of work.
- **Workplace Visits:** A series of site visits throughout the year, giving an opportunity for the employer volunteers to showcase their business whilst giving an insight into possible career paths to students.
- **Work Placement:** This is the most transformative part of the programme. Students take part in a 1 - 4 week work placement over the summer or during half terms, allowing them to put their new skills into practice, work as a team – and learn the importance of turning up to work on time every day.

York Career Ready is facilitated in partnership between the Local Authority and the national charity Career Ready. It is funded by Career Ready and local employers.

For more information your son/daughter will need to speak to their Head of Year when they commence sixth form. In addition there is more information available at careerready.org.uk

▶ FutureGoals

For any young people aged 15 to 18 that are still unsure on their next steps in education or employment, FutureGoals might be just the support they need. FutureGoals advisers have one goal – to find a future that is right for every young person. They do this by:

- Providing individual, tailored support
- CV writing and interview prep
- Work tasters and employability skills
- Supporting young people into education, an apprenticeship job or other employment

FutureGoals is funded by the European Social Fund and the Department for Work and Pensions (DWP).

For more information email: future.goals@york.gov.uk

▶ Accelerate

Run by Aspire-igen, this is a programme for young people aged 15-19 that are not in education, employment or training (NEET) or at risk of becoming NEET. For care leavers it is up to age 21 and young people with special educational need or disability those still at school age 19+.

Each young person is allocated a key support worker who will be on hand to make sure that the programme is tailored to their individual requirements. Activities undertaken will closely relate to the participant's aspirations and interests. The programme includes:

- Regulated and non-regulated learning
- Work experience
- Employability skills training
- IAG and progression planning
- Key worker intensive support

Accelerate is funded by the European Social Fund and the Education & Skills Funding Agency (ESFA).

For further information go to aspire-igen.com or email: accelerate@aspire-igen.com

▶ Young people with additional needs

Each school is responsible for information, advice and guidance about future options for their students. Learning and Work Advisers work with schools to offer a higher level of support for young people who need extra help with the transition from school. This includes young people who are at risk of being not in education, employment or training (NEET); those with My Support Plans or Family Early Help Assessments; children in care and those in alternative education.

▶ Young people's services @ 30 Clarence Street

Young people aged 16–25 can access free and confidential counselling. To access counselling or information, advice and guidance around education, employment and training options, call into 30 Clarence Street or use the contact details below.

Learning and Work Advisers offer specialist information, advice and guidance to young people age 16–18 inclusive who are not in education, employment and training (NEET) or who are at risk of dropping out from provision. Support is available through drop-in times and appointments. Appointments at other locations are also available.

The drop-in and appointment service previously offered at 30 Clarence Street for any young people to get information and signposting to further support has been temporarily suspended following Covid-19 restrictions. Parents and young people can contact the Family Information Service to request and access a remote (telephone/e-mail based) service until such time as it is safe to re-open for face to face work.

Information and support is also available Monday to Friday, 10:00–16:00

Phone 01904 555400 • Text 07624 802244 • Email fis@york.gov.uk

▶ Transitions Team

Specialist Careers Advisers work with young people with EHCPs 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 [page 31](#).



On the web and on the phone

General help

[gov.uk/browse/education/find-course](https://www.gov.uk/browse/education/find-course)

Information on education and training options, including apprenticeships

nationalcareersservice.direct.gov.uk

Phone: 0800 100 900

Careers information and advice

careormap.co.uk

Up to date labour market Information and career support on apprenticeships, courses, graduate programmes

successatschool.org

A national careers website for students aged 11-19, as well as their teachers, careers advisors, parents and other influencers

[Futuregoals.co.uk](https://futuregoals.co.uk)

Provides support (all ages) to help people choose their career paths, give them the right skills and experience to start work or change career and provide vital employer links

aspire-igen.com

Practical help, guidance and support about taking the steps towards learning and work

Apprenticeships

[gov.uk/apply-apprenticeship](https://www.gov.uk/apply-apprenticeship)

Facebook: [yorkapprenticeships](https://www.facebook.com/yorkapprenticeships)

Information on apprenticeships: how they work, how to apply and what opportunities are available

[Amazingapprenticeships.com/parents](https://amazingapprenticeships.com/parents)

Monthly Parents' pack on apprenticeships

Traineeships

[gov.uk/find-traineeship](https://www.gov.uk/find-traineeship)

Latest information on traineeships

T Levels

tlevels.gov.uk

Information for students and employers on the new T Level programme

Volunteering

wearencs.com

Phone: 0800 197 8010

National Citizen Service

do-it.org.uk

Search for volunteering opportunities locally, nationally and internationally

vinspired.com

Volunteering information for 14–25s

Employment issues

[gov.uk/browse/working](https://www.gov.uk/browse/working)

Wide range of advice on employment and rights relating to it

worksmart.org.uk/work-rights/young-workers

Employment rights information for young workers, from the TUC

Higher Education

ucas.com

Information about courses, institutions, tuition fees, application procedures and deadlines

[gov.uk/student-finance](https://www.gov.uk/student-finance)

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

officeforstudents.org.uk

Official website to help compare information on universities

theuniguide.co.uk

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

Lifelong learning

Whilst thinking about next steps for your son/daughter, don't forget that lifelong learning includes you.

Lifelong learning can enhance our understanding of the world around us, provide us with more and better opportunities and improve our quality of life.

Here are eight reasons why you should always keep learning:

- Improve your self-confidence
- Fight boredom
- Keep your brain healthy and your mind sharp
- Learn practical life skills
- Model positive behaviour for your children
- Learn for leisure
- Sleep more soundly
- Stay healthy

York Learning provides part-time and full-time courses at a variety of venues, dates and times across the York area. Their range of courses is designed for learners aged 16 and over. For more information and to access the latest Learning 4 Everyone brochure go to:

york.gov.uk/AdultEducationCourses





Get in touch in York

Information, advice, guidance and support is available from your son or daughter's school. There is also support from Young People's Services and the Transitions Team.

Young People's Services @ 30 Clarence Street

30 Clarence Street • York • YO1 7EW
01904 555400

Young People's Services @ Clarence Street replaced some of the services previously offered from Castlegate. Careers information, advice and guidance and free and confidential counselling services for young people aged 16–25 are available as part of that service, but all face to face work has been temporarily suspended due to the Covid-19 pandemic, to be replaced by a telephone enquiry/remote service.

Transitions Team for young people with disabilities

The Transitions Zone • Applefields School • Bad Bargain Lane • York • YO31 0LW
01904 552087

About this booklet

This booklet was written by City of York Council's Skills Team

We value your feedback. If you would like to share your thoughts about this publication, please email skills@york.gov.uk

If you would like any additional information or would like to receive this information in an accessible format, for example an electronic copy, in large print, Braille, or on CD, please contact Beverley Wills, Skills Adviser:

email beverley.wills@york.gov.uk or telephone 01904 553008

Publication date: October 2020

Information, advice and guidance from 30 Clarence Street:

- is independent, impartial and client centred
- is delivered by fully qualified careers professionals
- takes full account of factors affecting labour markets
- promotes equality of opportunity

The information in this booklet was correct at the time of production - October 2020.
Please verify details with the institutions concerned.