

Year 11

Aimhigher Connexions Surrey

Resources

REMEMBER!

Careers advice and information
is always available from specialist
Connexions Surrey staff and
school careers teachers

Year 11 SUMMARY



Aimhigher Surrey Activity

Progression Events	All Year
Curriculum Information	All Year
Study Skills Workshops	All Year
Menu of Activities [<i>Awareness, Aspiration & Attainment activities</i>]	All Year



Connexions Surrey Interventions

A programme of individual interviews is arranged so that the Personal Adviser, professionally trained in careers guidance, can meet with any young person in need of extra support to help them to make well informed decisions about their next step after completing Year 11. **Ongoing**

Personal Advisers attend all Special Needs Reviews and produce a 'Moving on' plan for students on the SN register. **Autumn/Spring Term**

PA[s] can be available at Parents Evening to meet with parents and students.

PA[s] will offer continued support to students who leave full time education after Year 11.

All students are followed up to check if they need any further support in making plans and putting them into action. **Spring Term**

Activity for use by schools

'Speed Dating' - Employer *workshops* **October**

Responsibility: Head of Year 11

Resources: Briefing Notes for employers, staff and students

Aimhigher Surrey Activity

Year 11 is understandably a very busy year for students, but Aimhigher Surrey tries to ensure that the Aimhigher cohort of students gets the opportunity to benefit from a range of activities that can assist them in their GCSE preparation. These include activities linked into 'How we Learn', study skills opportunities and further 'awareness raising' activities built around progression opportunities – many students are still undecided about college or work well into the Summer Term and these activities can have an impact in helping them make 'informed' decisions about their futures.

Progression Events

Following on from the University visits on offer in Year 10, a selection of visits are on offer in Year 11 at local HE and FE campuses focussing more on the issues & needs of Year 11 students. These include 'Higher Education –next steps' at Royal Holloway University London, 'What Next?' at the University of Surrey and 'A Taste of Vocational Higher Education' at NESCOL college.

Curriculum Information

The Open University offers a number of activities linked into the curriculum - History, Health Care, working with young children, teaching as a career, Languages, Art & literature and Science specific activities.

Study Skills Workshops

Timely intervention activities geared towards improving Study Skills and exam techniques.

Menu of Activities

Activities on offer include: Digital Photography, Fine Print Workshop, Vocational courses in Performing Arts, Travel & Tourism, Sport & Leisure, Sports Science Taster Day, Digital Graphic Design, Imovie and Print Master Class.

Bespoke Activities

Aimhigher Surrey is keen for schools to develop activities linked to the specific needs of their students. Teachers wishing to develop a bespoke activity should talk with their Aimhigher co-ordinator in the first instance and then with the Aimhigher Surrey office.

Staff Development

A Twilight or INSET session providing an overview of current progression routes, including vocational, into Higher Education. This could also be delivered as a Network activity to a group of schools & colleges.

Connexions Surrey Interventions

The year's programme is agreed in advance with the school management and documented in a Partnership Agreement, which is reviewed termly. The Partnership Agreement is negotiated annually by school Senior Management Team and local Connexions Service management along with the Connexions Personal Advisers who work in the school. Each school holds a copy of its Partnership Agreement.

The work of the Connexions Personal Advisers (professionally trained in Careers Guidance) who are linked with the school is now focussed on enabling each young person to make a successful transition to their chosen post 16 option. Some young people will be able to make a well informed decision without more than a basic level of PA intervention but others may need ongoing support, which may involve other specialist Personal advisers/agencies, in order to identify an appropriate next step and put their plan into action successfully. There may be issues affecting students in or out of school and they may need help to manage these before they can focus on making decisions about their next steps and longer term aims.

PA(s) can attend Parents Information or Consultation Evenings to answer parents' questions.

PA(s) continue to offer the 'Drop in' sessions in school so that any student can go along for a short chat, ask questions, etc.

There will be a programme of individual interviews for students who require further advice and support in considering their options for post 16 and the longer term. These may have been identified during the earlier group work sessions or have been referred by school staff or other agencies working in the school. Those needing more support will be seen more frequently during the year.

PA[s] will work with excluded students to help them make decisions about their future

Connexions Surrey Involving Young People Vision:

That every young person receiving a service from Connexions Surrey has the opportunity to contribute to and participate in the development of the Connexions service by being able to express their views in different ways.

What are the benefits to you and the young people in your school/college?

Involving young people is one of the criteria that must be satisfied for the Healthy Schools Award and is also imperative for gaining the Investors in Careers charter mark. Connexions Surrey supports educational institutions to achieve these two awards.

Connexions Involving Young People Workers are available to work with the student council, organise Connexions marketplace events, carry out interviews or focus groups with young people, or to work with groups of young people as 'ambassadors' to promote the Connexions service in a specific institution. For details, please contact the Involving Young People team at Connexions Surrey's Central Support Unit.

In each school or college there is a designated area for Connexions related resources and students are welcome to refer to these. This area is usually where the PA will offer advice and information to those who 'drop in' without a formal appointment. This service is offered at specific times during PA time in school or college.

PA[s] work with each young person on the Special Needs Register to produce a 'Moving On' Plan to highlight extra support they will need when they move into further full time study or work based learning. This plan is sent [with their permission] to their chosen college or training provider. Those with complex needs will complete a formal assessment to enable the most effective support to be put in place.

All year 11 students are asked to complete a 'What Next?' questionnaire to let their PA know how far they have got with making their plans and putting them into action. This helps the PA to give more time to those in most need of support.

In addition to these activities, schools can negotiate to use up to 30% of PA time for additional activities such as:

- Additional work with those students on alternative pathways with the aim of enabling them to succeed on the programme and move on successfully from Year 11
- Review post 16 Options at an Assembly or in small workshop groups. Any further PA work to be done with each young person will be planned according to how clear they are about their next step, how well informed their decision is and how able they are to put their plan into action
- PA(s) may run Job Seekers Workshops for those who are considering work based learning as their next step – these could cover CV writing; job search, interview technique
- Workshops linked into specific occupation areas
- Many schools hold special events such as careers fairs and business days
PA[s] often help with these e.g. as facilitators
- Schools with sixth forms may ask their PA(s) to attend their 'Into the Sixth Form' events
- PAs may attend PSP reviews or case conferences for individual students

Key Resources

- It's Your Choice DfES Publication providing information for students about options post 16
- Connexions Year 11 Planner
Provides advice and information to help students in planning what to do after Year 11
- CEG Schemes of Work for KS4 VT Lifeskills resource pack of activities to support CEG with students
- CEGNET One stop careers education resource for careers teachers including national updates, case studies and resources www.cegnet.co.uk
- IAG Toolkit: Information, Advice & Guidance resource to support schools & colleges in reviewing & developing their careers education and IAG provision for the 14 -19 age group. Contains examples of model programmes and entitlements, including an audit linked to the National Framework for CEG www.connexionssurrey.co.uk
- Fast Tomato An interactive careers package for young people www.fasttomato.com
- Pathfinder Live VT Life Skills - an online careers guidance programme including job information and Higher Education course database www.pathfinderlive.co.uk
- Information & advice for young people www.connexionssurrey.co.uk
- Surrey Area Prospectus available on-line from September 2008
Will provide up-to date information on all courses delivered and offered by Surrey based education and training providers www.surrey-area-prospectus.co.uk

Activity for use by schools

'Speed Dating' Employer workshops

- Employer Panel workshops for students
- A quick tour round careers through conversations with employers
- Head of Year 11 to coordinate?
- Feedback session after workshop [with employers?]

Briefing Notes for Staff

The aim of this session is to provide students with the opportunity to talk with a range of employers to find out what their work is and the sort of opportunities they have for young people in their organisations. The principle of 'speed dating' is being used – so students will have a short time with each employer to try and gain as much information as they possibly can. They should also be finding out just what skills and qualifications they need for employment.

By this stage, programmes of intervention should be encouraging students to start asking questions about opportunities for work-based learning v university degree and establishing just what employers are looking for.

Staff will need to do a short session before the workshops to encourage students to 'ask questions' and make use of the employers who have given up their time for this activity.

It would be useful to have a 'practice' run during the session using students as employers.

A feedback session will be needed to disseminate information gathered – if employers have the time, it may be useful for them to be available at that feedback session to answer any further questions.

Learning Outcomes

Students should be able to demonstrate

- Increased confidence in gathering information
- An increased understanding of what employers are looking for
- Growing awareness of the need for qualifications

'Speed Dating' Employer workshops

Briefing Notes for Employers

Thank you for giving up your time to help out with this activity.

This activity has been designed to help young people recognise that different employers look for different skills and qualifications in their employees and different jobs demand different skills and qualifications.

What we hope for them to gain from today is a recognition that skills and qualifications do matter.

We also want them to think about the varied 'options' beyond school – so work-based training v college, apprenticeship v A Levels, university v say training as an accountant.

We also hope that the information they gather today will help them make better-informed choices about the qualifications and routes they continue with after school.

The students will have **5 minutes** to find out as much as they can about your job or organisation. You may have to prompt some of them into discovering more [!] and we would ask for your help in 'leading' those students who may 'dry up' with their questioning.

We hope that this is not too daunting and that you enjoy the session.

We will be holding a feedback session at the end of the activity – if you are able to stay on for that session to answer any further questions, we would really appreciate it.

Again. Thank you for your time.

'Speed Dating' Employer workshops

Briefing Notes for students

The aim of this session is for you to find out as much as you can about the job of the person you are talking with and/or the organisation that they work for.

You will only have 5 minutes to do this so you will need to make sure that your questions are concise, to the point and easy to understand.

The sort of questions you might ask:

What is your job!

What qualifications do you need to do the job?

Do you need a university degree to do the job?

Does your company offer Apprenticeships?

Best and worst things about your job....

What opportunities are there within your organisation for young people to work and train?

After the session, there will be a feedback session where you will be asked to tell the group what you found out.

We hope to have the employers there to answer any further questions.