

# Manor Croft Academy Q&A

## 1. What support is offered to my son/daughter in Year 11?

A: All students are invited to a careers appointment either one to one or in small groups throughout Year 11 by our fully qualified, experienced Careers Adviser, John Paley from Careers Inc. This support continues over the academic year as well as the summer months until students are settled. The appointments allow students to discuss their ideas, career plans, their personal skills and qualities and make plans for the future. Students will be given advice and guidance as to appropriate applications for colleges and sixth forms and apprenticeships. Drop-in sessions at break or after school are available throughout the year for any queries or extra help with applications. Students will be informed of any deadlines for colleges and sixth forms and support is offered with CV's, covering letters and applying to training providers for apprenticeships.

## 2. How will my son/daughter be applying for Post-16 Options?

A: All students at Manor Croft Academy will be applying for college, sixth form and some training providers online through a website called [www.ucasprogress.com](http://www.ucasprogress.com). All local colleges and most training providers accept UCAS Progress applications as the preferred method for applying, but if your son/daughter would like to apply for a college out of area please check with the Careers Adviser regarding the most appropriate way to do this. From the beginning of the autumn term onwards, students will be supported by their form tutors to compose a personal statement which will be inputted onto the website at a later stage. This will be done through a drop down day in the autumn term well in advance of the deadlines. Students will be issued with a username and password to access the site which will be recorded in their planners. Actual applications are done after the Christmas holidays once the predicted grades have been issued.

## 3. Does it matter when my son/daughter applies?

A: Yes. There are specific deadlines for colleges and sixth forms, starting after Christmas. Personal Progress Tutors and the Careers Adviser continuously remind students of these closing dates and help students to apply. We ensure that all students apply well in advance of closing dates. Closing dates will be posted on the school website.

## 4. What if my son/daughter doesn't want to go to college or sixth form?

A: During the careers interview I will discuss with your son/daughter the various options such as apprenticeships, traineeships, college and sixth form. Although applications to training providers for apprenticeships can be made through UCAS Progress, an offer of a place does not guarantee an apprenticeship. The most important part of an apprenticeship is to gain employment and usually the young person is responsible for securing this. Targeted support will be provided from the Careers Adviser for those seeking apprenticeships in the spring term.

## 5. How can I, as a parent/carer help my son/daughter in Year 11?

A: Students will be expected to attend open evenings for the colleges and sixth forms they are interested in. The details of this will be in a booklet called 'Get Organised' which will be given to your son/daughter in the autumn term. The booklet contains information about all the post-16 qualifications available, where qualifications are offered, open evenings and information about apprenticeships. Please take some time to look at the GO booklet with your son/daughter and familiarise yourselves with what is available. Parents are most welcome to discuss the career planning of their son/daughter and arrangements can be made for parents to attend careers appointments where necessary.

## **6. What are colleges and sixth forms looking for?**

A: All students will have a reference from the school which will include their attendance, time-keeping, behaviour and attitude towards learning. All post-16 providers will take this into account, for example Huddersfield New College expect 95% attendance throughout Year 11. They are also interested to find out about any extra responsibilities such as being a Prefect, sporting achievements, hobbies and voluntary work or work experience. Some colleges will interview within school. In previous years Mirfield Free Grammar, Heckmondwike Grammar, Huddersfield New College and Ossett Sixth Form have held interviews in school. Students will be made aware of these dates.