



# Transition to FE.

Information, Advice and Guidance  
(IAG)

# Statutory requirements.

Section 29 of the Education Act 2011 places schools under a duty to secure access to independent careers guidance for their pupils in school years 9 to 11. Careers guidance secured under the new duty must:

- be presented in an impartial manner;
- include information on the full range of post-16 education or training options, including Apprenticeships; and
- promote the best interests of the pupils to whom it is given.

# Provision at St Richard's in year 9.

PSHEE lessons include options choice preparation and an introduction to the careers resources online and in the library.

In 2013 a careers fayre was introduced for parents and pupils in year 9 to 11.

# Provision at St Richard's in year 10.

- Work experience: preparation in PSHEE, a week of work experience and then follow up sessions in PSHEE.
- Interview experience with members of the local business community.
- Transition day at Bexhill College.
- 1:1 careers interviews for pupils at risk of NEET and CLA.

# Provision at St Richard's in year 11.

- Four post-16 preparation PSHEE lessons.  
Presentations by the three main FE providers.
- Bespoke presentations by the smaller FE providers, as requested.
- 1:1 careers interviews for pupils at risk of not achieving 5 or more GCSEs at \*A to C, via Form
- tutor referral, and via pupil or parent request.

# Selecting a FE college: look ahead.

- Use employers organisations or university websites to identify their requirements.
- Work backwards from the requirements to select the most suitable FE qualifications.
- Have a plan A and a plan B.

# Selecting a FE college: get to know them.

- The best sources of information are: the prospectus, the website and the open day/evening.
- Open evening questions:
  - ❖ What is the course equivalence? Level 1 is the equivalent of GCSE from G to D; level 2 is GCSE from C to \*A; and level 3 is A-level.
  - ❖ What is the mix of coursework and final examinations?
  - ❖ What is the \*A to C rate for the last three years? This should also include a value-added score to indicate the progress that the students have made during the course.
  - ❖ What is the retention rate for the course?
  - ❖ What do the students typically go on to do after completing the course?
  - ❖ How many members of staff teach the course and how long have they been teaching it?
- Talk with current students about their experience.

# Selecting a FE college: applications.

- Apply to more than one college.
- Apply through St Richard's in the case of main providers and directly in the case of minor providers and those in other counties, such as Kent.
- Apply before 1<sup>st</sup> December.
- Expect an interview before the February holiday and chase the FE college if an interview has not been arranged in January.

# Selecting a FE college: interviews.

- Most pupils attend the interview on their own.
- The pupils must take their Progress Files with them to interview (reference and grades will have already been submitted by St Richard's with the application).
- A provisional offer is usually made immediately or by letter shortly afterwards.

# Selecting a FE college: taking the place.

- The offer from an FE college is provisional.
- Accept the offer and then confirm when the GCSE results come out.
- If the results do not match the requirements of the provisional offer contact the FE provider and arrange a meeting.

# Transition to a FE college.

- Most of the main providers offer introductory days in Term 6.
- Names to find out: personal tutor and subject teachers.
- Get a copy of the timetable.
- Ask for a progress check before Christmas of year 12.