



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 1st 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.