

25<sup>th</sup> September 2024

Dear parents and carers,

I am writing to introduce you to the careers support available here at New College whilst your young person is studying with us. The Careers Team are here to provide access to impartial guidance and information on their next steps and we see parents and carers as central to this process. There is a programme of activities which we would like to make you aware of at the beginning of term and opportunities for yourselves to ask questions and gather information about higher education and going to university, apprenticeships, and employment opportunities.

The careers department arrange a number of universities and employers to come into college to speak to students about specific programmes, work experience and residentials that they offer. These talks often happen over the lunchtime period and students are welcome to attend them. We will advertise these opportunities to students via their college email, tutorials and student notices so it is really important that they check their emails regularly.

Please see below dates for your calendar and other external events we recommend to you.

Autumn Term – September to December	
Date	Event and Deadlines
1 <sup>st</sup> October	Reach for Excellence talk with The University of Leeds
15 <sup>th</sup> October	Next Steps York & Realising Opportunities talk with The University of York
2 <sup>nd</sup> December	Launch of Work Experience via tutorials
Spring Term – January to March	
6 <sup>th</sup> January – 10 <sup>th</sup> February	Weekly Next Steps tutorials introducing options after college
16 <sup>th</sup> January	Volunteering Fair
	<b>Russell Group University lunchtime talks:</b>
28 <sup>th</sup> January	<ul style="list-style-type: none"> <li>Newcastle University</li> </ul>
30 <sup>th</sup> January	<ul style="list-style-type: none"> <li>Sheffield University</li> </ul>
4 <sup>th</sup> February	<ul style="list-style-type: none"> <li>Durham University</li> </ul>
11 <sup>th</sup> February	<ul style="list-style-type: none"> <li>University of Leeds</li> </ul>
10-16 <sup>th</sup> February	National Apprenticeship Week – focus in tutorials and lessons on options for apprenticeships
Date tbc (usually 10 <sup>th</sup> Feb 2-8pm)	Leeds Arena Apprenticeship Fair. Students and <a href="#">parents/carers</a> can attend this event individually.

3-8 March	National Careers Week – focus in lessons on next steps
13 <sup>th</sup> March	Year 12 SEND Next Steps Event <a href="#">parent and carer event</a>
<b>Summer Term – April to July</b>	
29 <sup>th</sup> April	<a href="#">Parents/carers</a> and students Next Steps evening event
24 <sup>th</sup> June	Careers and HE Day (multiple careers talks and a careers fair)
2 <sup>nd</sup> -3 <sup>rd</sup> July	Compulsory work experience days

### Work Experience

All year 12 students are expected to attend a work placement on 2-3 July. Students will start to receive support via the tutorial programme from December this year about how to find a suitable placement. There will be some opportunities for students to apply for placements we have already secured for our students but it is the expectation that students will also be contacting employers themselves. We therefore ask for your support with this process and more information will follow. There will also be additional opportunities to complete longer periods of work experience for those students who require this for their future career plans. This is a really important activity to support our students experiences and confidence in the workplace, which will ultimately help them make informed career decisions about their next steps.

### MDV/Oxbridge support

For students who are applying to study Medicine, Dentistry, Vet Medicine or Oxford/Cambridge, there are members of staff in college who support them through this very competitive process. Such students will be receiving support in college this year by joining the relevant Teams group. Please see the link below with more information about this process:

[Oxford, Cambridge or Medicine, Dentistry and Vet Medicine applications](#)

### Careers Guidance appointments

Students have access to a booking system to access careers guidance appointments with one of our fully qualified Careers Advisers. These appointments are available for students who are unsure of their next steps, would like some guidance around their choices, need help with interview preparation, application forms and C.V.s to name a few common queries. Students can book an appointment here:

<https://outlook.office365.com/book/CareersAppointment@nclt.ac.uk>

### Tutorial Support

Your young person's Progress Tutor is also able to support with their next steps. During Year 12, there will be a number of Next Steps tutorials where they will receive information and support in finding more about university, apprenticeships further education and gap years as well as how the student finance system works for students studying at university.

If you have any queries regarding your young person's next steps, please do get in touch with the careers team via: [ncpcareers@nclt.ac.uk](mailto:ncpcareers@nclt.ac.uk)

Yours sincerely,



Helen Lonsdale

Progression Manager