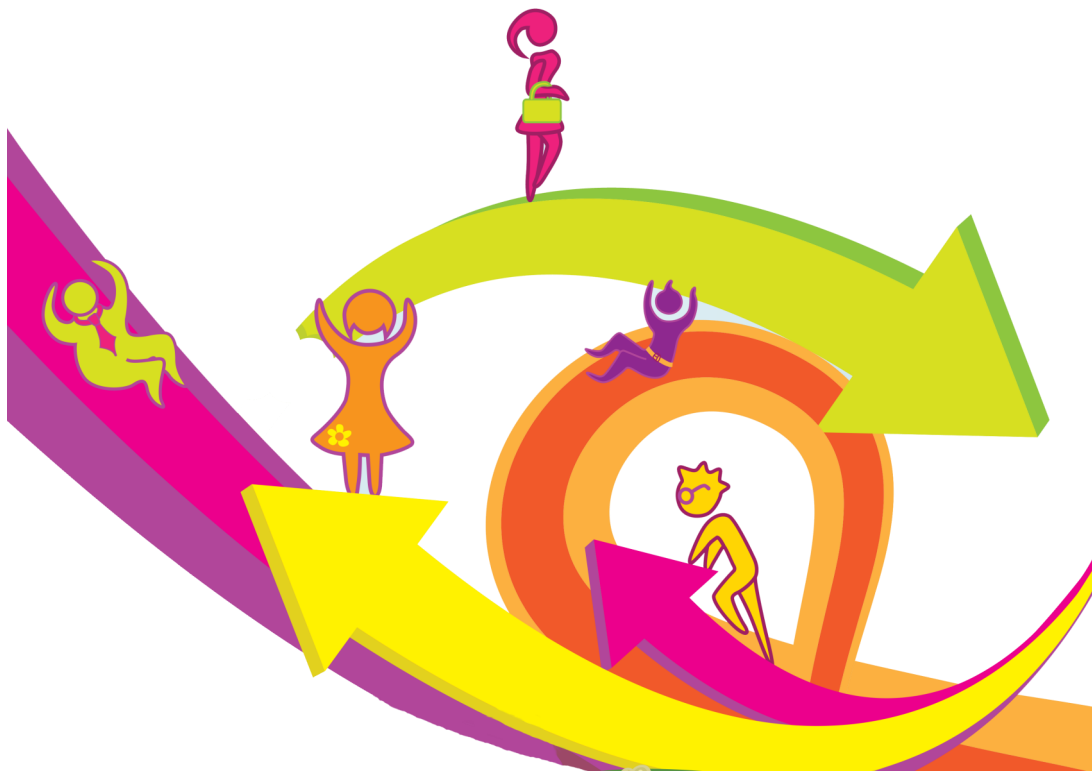




Choices and Decisions

Information for Parents and Carers
of Year 11 Students



2017-2018



careers.gg 

Free, impartial, independent careers advice
and guidance – whatever your age.



States of Guernsey
Education Services

Call: 706565

careersguernsey@gov.gg

Decisions

In Year 11 your son or daughter will be asked to make decisions about their future. This booklet will help you as a parent or carer to understand more about their options, what support is available and how you can help them with their decisions.

Careers Information, Advice and Guidance

Each school has a Careers Teacher who helps to deliver a Careers Education Programme to help prepare young people for decisions and choices about their future. A Careers Adviser from Careers Guernsey is also attached to each school to support students with independent careers advice and guidance. Careers Advisers will also attend parents' evenings to help you with the choices and decisions faced by your son or daughter in their final year of secondary school. You can find a list of the Careers Teachers for each school in the back of this booklet.

During Year 11, your son or daughter will decide on their next step and this will probably be one of the following options:

- Continue in full-time education
- Enter work-based training (Apprenticeship)
- Enter employment

New grading for GCSE qualifications

GCSE qualifications taken by your son/daughter in school are being reformed with new content, assessment methods and grading.

A noticeable change will be the grading for the new GCSEs as numbers (9 - 1) will be used instead of letter grading (A* - G) in your son/daughters results. The diagram below helps explain the new grading structure.

New GCSE Grading Structure		Ofqual
NEW GCSE GRADING STRUCTURE	CURRENT GCSE GRADING STRUCTURE	
9		
8		A*
7		A
6		
5		B
4		C
3		D
2		E
1		F
		G
U		U

GOOD PASS (DfE)
5 and above = top of C and above

AWARDING
4 and above = bottom of C and above

For further details about the changes to GCSE qualifications see:

<http://www.aqa.org.uk/about-us/what-we-do/policy/gcse-and-a-level-changes/9-1>

Choices after Year 11

What are the options for my son or daughter?

Continuing in Full-Time Education

Students who choose to continue with their full-time education after Year 11 will have several options. Their final choice will be dependant on their predicted grades, what they want to get out of the course and their future aspirations.

Full-time courses come in different levels and are available at the College of Further Education, the Sixth Form Centre and at Ladies or Elizabeth College.

If your son or daughter is struggling with their career decisions and is unsure of what to do next, it may be beneficial for them to speak with a Careers Adviser. A Careers Adviser from Careers Guernsey can see them in school, after school and during the school holidays at Careers Guernsey.

Tel: 706565

Email: careersguernsey@gov.gg

Different levels of qualifications

Level 3	A levels International Baccalaureate BTEC Awards, Certificates and Diplomas at Level 3 CACHE NVQ Level 3 (City & Guilds) UAL (University of Arts London)
Level 2	GCSE grades A* - C (9 -4) BTEC Awards, Certificates and Diplomas at Level 2 NVQ Level 2 OCR Diplomas Functional Skills UAL (University of Arts London)
Level 1	GCSE grades D-G (3 -1) BTEC Awards, Certificates, Diplomas at Level 1 OCR Diplomas Functional Skills UAL (University of Arts London)
Entry Level	Functional Skills at Entry Level Awards, Certificates and Diplomas at Entry Level

A Levels, International Baccalaureate (IB) or Level 3 Vocational Qualifications?

All these qualifications are recognised as being at the same level (Level 3), and all can lead to either University, Further Education or employment. Entry requirements for these courses vary:

- Level 3 vocational courses require a minimum of 5 GCSEs at A*-C (or 9 - 4) in a **range** of subjects including English Language.
- A Levels require a minimum of 5 GCSEs at A*-C (or 9 - 4) in a **range** of subjects including English Language.
- IB requires a minimum of 5 GCSEs at A*-C (or 9 - 4) in a **range** of subjects including English Language and Mathematics.

(All courses are dependent on viable student enrolment, successful recruitment of staff and the availability of resources)

A Levels

A Levels are studied and assessed in a similar way to GCSEs, being assessed predominantly through examinations with coursework where appropriate. A Levels normally take 2 years to complete and come in a range of academic and applied subjects. Students normally choose to study 3 or 4 main subjects, sometimes along with additional qualifications. Students can study A Level subjects at the Sixth Form Centre, Elizabeth College or Ladies' College.

A Level subjects (Level 3) available at the Sixth Form Centre

Art	Film Studies (IB Certificate)	Physical Education
Biology*	French*	Psychology (IB Certificate)
Business Studies	Further Maths	Religious Studies
Chemistry*	Geography	Sociology
Computer Science	German (IB Certificate)*	Spanish (IB certificate)*
D & T— Product Design	History	Theatre Studies
D & T— Resistant Materials	ICT (IB certificate)	
Economics	Maths	
English Literature and Language	Media Studies	
English Literature	Music	
Environmental Science*	Photography	
	Physics*	

- *A Level Environmental Science - B/5 in Core Science
- *A Level and IB HL Biology, Chemistry, Physics: 66 in double award science (or 6 in the specific science if taken separately)
- *A Level and IB HL French, German, Spanish: 6 in the relevant language



For detailed course information see the A-Level prospectus on the Grammar & Sixth Form website: web.grammar.sch.gg

Sixth Form Centre contact: Kieran.James@grammar.sch.gg

Level 3 Vocational Qualifications

If your son/daughter wants to study a vocational area in depth, then a **Level 3 vocational qualification** would allow them to do that. These courses are also normally studied over 2 years, and provide knowledge and skills relevant to the sector and/or progression to University or employment. Level 3 vocational courses may have an element of external assessment, students are also assessed through coursework and in practical observations. Students can study Level 3 vocational qualifications at the Guernsey College of Further Education.

**Level 3 vocational qualifications available at the
Guernsey College of Further Education**



Creative Art, Design and Media

Business

Childcare and Early Years Education*

Health and Social Care

Engineering*

ICT

Performing Arts/Dance

Sport

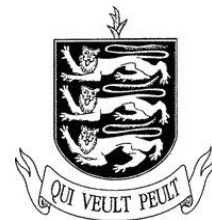


Entry requirements include 5 GCSE Grades C/4 or above (or equivalent) in a range of subjects including English and Maths at A-C (9-4)

For detailed course information see the College of Further Education website: www.guernseycollege.ac.gg

College of Further Education contact: future@gcfe.net

The International Baccalaureate (IB)



The IB qualification (Level 3) is offered at the **Sixth Form Centre** and is for those students who wish to study a broad range of subjects at Level 3. The students study some curriculum core modules made up of an extended essay, theory of knowledge module and creativity, action and service module. The qualification is equivalent to roughly 4.5 'A' levels.

Students choose six subjects, one from each of the groups below and will study three at Higher Level and three at Standard Level.

Group 1 and 2: Languages

Students select two languages: one from Group 1 and an additional language from Group 2. Group 1 is English and the course is literature-based.

Group 2 is designed for students learning the language either at beginner level, standard or higher level. Students select the language courses based on their language proficiency.

Group 2 languages include French, German, Spanish and Chinese.

Group 3: Individuals and Societies

History, Philosophy, Psychology, Business & Management, IT in a Global Society, Geography

Group 4: The Experimental Sciences

Biology, Chemistry, Physics, Nature of Science or Sport, Health & Exercise Science

Group 5: Mathematics

Mathematical studies, Mathematics

Group 6: The Arts

Visual Arts, Film, Theatre or another Group 2, 3 or 4 subject



The IB Diploma Programme, for students aged 16 to 19, is a balanced but academically challenging Level 3 programme of education with final examinations that prepares students for success at university and in life beyond. It is an international qualification, which is recognized and welcomed by universities worldwide because of its reputation for rigorous external assessment. Assessment also involves internally and externally marked coursework. The IB diploma is different from other courses of study due to its philosophy of education, which emphasizes the development of the whole student – physically, intellectually, emotionally and ethically. The IB diploma's learner profile has ten inspirational qualities that all IB learners strive to develop throughout their course. These are to be *Inquirers, Knowledgeable, Thinkers, Communicators, Principled, Open-minded, Caring, Risk-takers, Balanced, and Reflective*.

IB contact: Nicola.Papworth@grammar.sch.gg

My son/daughter isn't predicted 4/5 A*- C (or 9 – 4) grades - What are their options?

Don't worry if your son or daughter isn't predicted A*-C (or 9 - 4) grades in their GCSE exams as there are a range of courses available at other levels.

Guernsey College of Further Education offers courses at:

- **Level 2** — normally for those who achieve a minimum of 4 x D (or 3) grades at GCSE including English & Maths
- **Level 1** — entry requirements vary for each course
- **Entry level** — for those who have no formal qualifications



The courses below are one year in duration and once your son/daughter has successfully completed all elements of the course they can progress on to the next level if they want to further their qualifications. Level 1 & 2 qualifications may have a mixture of external assessment and course work and/or observation as part of the assessment.

Full-time Level 2 Vocational Courses at the College of Further Education

Administration (Business Professional)
Beauty Therapy
Business
Hospitality and Catering
Childcare and Early Years
Art, Design and Creative Media
Engineering
Health and Social Care
ICT
Sport
Performing Arts
Public Services

Full-time Level 1 Vocational Courses at the College of Further Education

Art, Design and Media
Beauty Therapy and Hair
ICT
Childcare and Early Years
Public Services
Vocational Pathway
Construction and Engineering
Sport

Full time Entry Level Courses
at the College of Further Education
ASDAN
(an individual range of qualifications)

College of Further Education contact:
future@gcfe.net

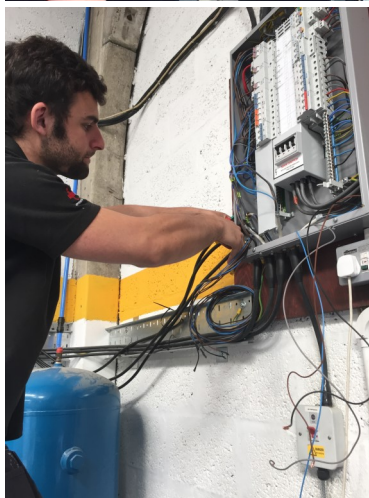
Apprenticeships

As employees, apprentices can earn a wage and work alongside experienced staff to gain job-specific skills. Training also involves spending time away from the work place, either on a day release course at the **Guernsey College of Further Education** or **through organised training elsewhere**.

Apprenticeships are completed over 3 or 4 years and are currently offered in the following vocational areas:

Architectural Technology
Structural Engineering
Building Surveying
Carpentry & Joinery
Hospitality & Catering
Electro-technical technology
Engineering
Hairdressing
Horticulture
Motor Vehicle technology
Painting & Decorating
Plumbing & Heating
Trowel Trades & Stonemasonry
Welding & Fabrication

You can find information on any job or occupation on the A-Z section of www.careers.gg — this will give your son or daughter a good overview of the job they are considering.



How can I help my son or daughter find an Apprenticeship?

If your son or daughter has decided that they would like to be an Apprentice, they can get a list of employers who are registered to take Apprentices from their Careers Teacher or from the College of Further Education. It is then their responsibility to make contact with the employers and this can be done by calling in, phoning, or sending a CV and covering letter.

Your son or daughter can only start an Apprenticeship if they have an employer willing to take them on as an Apprentice.

To support your child:

- Make sure they realise how competitive this process is and help them to get support to sell themselves through their CV or at interview.
- Encourage them to be persistent and to stay motivated.
- Ensure they have a good knowledge of the job they are applying for and preferably work experience in this area.

Apprenticeship Scheme
Contact Details:
Apprenticeships@gcfe.net

Employment

Another option for your son/daughter is to enter full-time employment after Year 11. Full-time employment opportunities for Year 11 school leavers on Guernsey are however limited as many jobs will require some previous experience and qualifications. In 2016 most Year 11 school leavers entering full-time employment found work in Retail, others also found work in Finance and Public Administration and Defence.

Applying for work

Finding work as a school leaver can be difficult as there will be competition for most vacancies. Students should be prepared for applying for jobs by having an up to date CV and covering letter which they will have completed in school. It is important to ensure that any work experience undertaken, part time jobs, volunteering, achievements and hobbies are included in the CV, further information on CV and letter writing can be found on www.careers.gg.

When applying for employment opportunities students need to be aware of their skills and the skills required to do the job that they are applying for. To help with this **Skills Guernsey**, with a range of employers on Guernsey have compiled a list of the top employability skills. These are the essential skills required for a variety of jobs, they are:

1. **Communication Skills**
2. **Positive, can-do attitude**
3. **Team working**
4. **Numeracy, Literacy & ICT**
5. **Honesty & integrity**



Where are the jobs?

Many school leavers will find jobs through networking and word of mouth as not all jobs will get advertised. Your son/daughter should be encouraged to be proactive with their job hunting and to contact organisations and employers direct in person or by sending in their CV & letter enquiring about any possible job openings. For applying to advertised vacancies see the Guernsey Press recruitment pages and the following websites as a starting point:

Careers Guernsey: www.careers.gg

Working for the States of Guernsey: www.gov.gg/careers

Job Centre: www.gov.gg/jobcentrevacancies

School leavers infographic

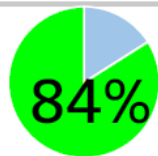


2016 School Leaver Destinations



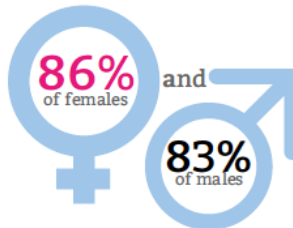
1731

students completed Years 11, 12 or 13



of 16 year olds stayed on in full time education.

That's....



226

were studying BTEC or other vocational qualifications



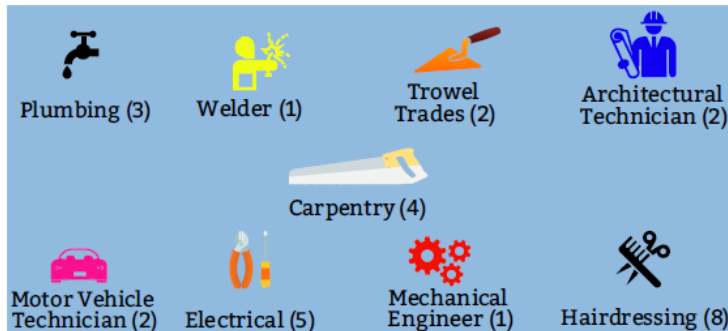
346

went on to study A levels or the IB



27

16-18 year olds went from education to an apprenticeship



Top 3 employment sectors for school leavers were



Public Administration & Defence



Retail



Finance

212

School Leavers were employed by

138

different employers in

98

different occupations

27%



of 18 year old Islanders went to University at

62

different institutions

Top 5 Universities were

Winchester

Exeter

Sussex

Manchester

Plymouth

Top 5 Subjects were

Creative Arts & Design

Biological Sciences

Social Studies

Subjects Allied to Medicine

Business Studies

Some 2016 School Leaver Jobs

Sales Assistant

Trainee Trust Administrator

Trainee Accountant

Theatre Technician

Administrator

Student Nurse

Trainee PR Administrator

Archivist

Healthcare Assistant

Agricultural Mechanic

Trainee Fund Administrator

Trainee Auditor

Receptionist

Recreation Assistant

Claims Administrator

Web Designer

Trainee Butcher

Royal Marine Musician

Labourer

Childcare Assistant

Graphic Designer

Tyre Fitter

Youth Worker
Gym Assistant

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What parents might hear...

“All my friends are going to the Sixth Form Centre so I'm going to apply for courses there.”

This is a risky decision to make without taking into account the entry requirements, courses on offer and your son/daughter's commitment to learning and future career plans. Take some time to explore these with them to make sure they are choosing this option for the right reasons.

“I'm a bit worried about leaving school and not knowing what to do next. It's a big decision to make!”

It can be a worrying time for your son/daughter as they realise school is going to end. It also shows us that they feel it is an important decision. Lots of events and information is available to them so make sure they are using it and exploring all the options properly.

“I don't leave school for ages yet. What's the point of thinking about things now?”

It is surprising how fast decision-making time comes around in Year 11 so being prepared is important. Although your son/daughter may feel it is ages away, you can show them the calendar of events on the back of this booklet to help them plan.

What parents might say...

“You can do better than that! What do you want to do that job for?”

It is difficult as parents want the best for their son/daughter but they also want them to be happy. Find out more about the reasons why they are looking into a particular job and together find out about what they want from a job and what they can offer. Their reasons for choosing a job may well be different to yours.

“Stay on in learning and get more qualifications. That's what employers want these days.”

Although more and more jobs do ask for qualifications, employers are also looking for skills and qualities that make them a good employee with a good attitude to work and training. Stay up to date with what employers look for on www.careers.gg

“Make an appointment with a Careers Adviser. They will tell you what to do”

This is not what a Careers Adviser does! They will work with your son/daughter on how to plan, research, make decisions, consider alternative plans with up to date information and guide them through the process. The decision is theirs!

Notes

Notes

Notes

Want to find out more?

Timetable of Events for Year 11 2017-18

Dates will be made available by individual schools

Autumn

- Sep/Oct Careers Guernsey Introductory talks in Schools
Joint talks by GCFE and SFC to Year 11 students & parents
- November Sixth Form Centre Information Evening on **Tuesday 14th November**
Guernsey College of Further Education Open Evenings on the **21st, 22nd & 23rd November**

Spring

- Jan/Feb Application forms available in schools.
Sixth Form Centre Information Day on the **25th January**
Guernsey College of Further Education Progression & Information Evening on the **12th February**
- Feb/March Individual student guidance discussions with the Sixth Form Centre and the Guernsey College of Further Education.

- 7th March **Post-16 applications deadline**
- 20th March Higher Education Event
- 18th April Careers Show at Beau Sejour
- April/May Offer letters sent to students

Summer

- June/July Bridging courses at the Sixth Form Centre
- 23rd August GCSE Results**
Confirmation of places

Go to **www.careers.gg** for further information about all the options after Year 11:

- 16-19 full time course
- Apprenticeships
- Employment

Your son/daughter will have seen and been shown how to use this website during school careers lessons.

School contacts

Les Beaucamps High

Richard Sinkinson (Tel: 756040)

La Mare De Carteret High

Emyr Davies (Tel: 256588)

St Sampson's High

Rachel Kaufman (Tel: 244411)

Le Murier

Julie Plummer (Tel: 246660)

Grammar School & Sixth Form Centre

Doug Belford (Tel: 256571)

Blanchelande College

Hugh Tabel (Tel: 237200)

Ladies College

Rachel Dovey (Tel: 721602)

Elizabeth College

Andrew Carey (Tel: 726544)

Les Voies School

Tim Halden (Tel: 710721)

St Anne's School (Alderney)

Angela Etheredge (Tel: 822173)

