

CAREERS NEWSLETTER



WELCOME

Welcome to the spring edition of our parent/carers' careers newsletter. The newsletter is an opportunity to find out how we are supporting students to develop the skills and experience they need to have a positive career.

This edition focuses on the following:

- Next Steps - education/ employment / training
- Apprenticeships
- National Careers Week
- Choices Magazine
- Volunteering

You are encouraged to email us at careers@bishopburton.ac.uk with any feedback, including suggestions for improvements to our provision.

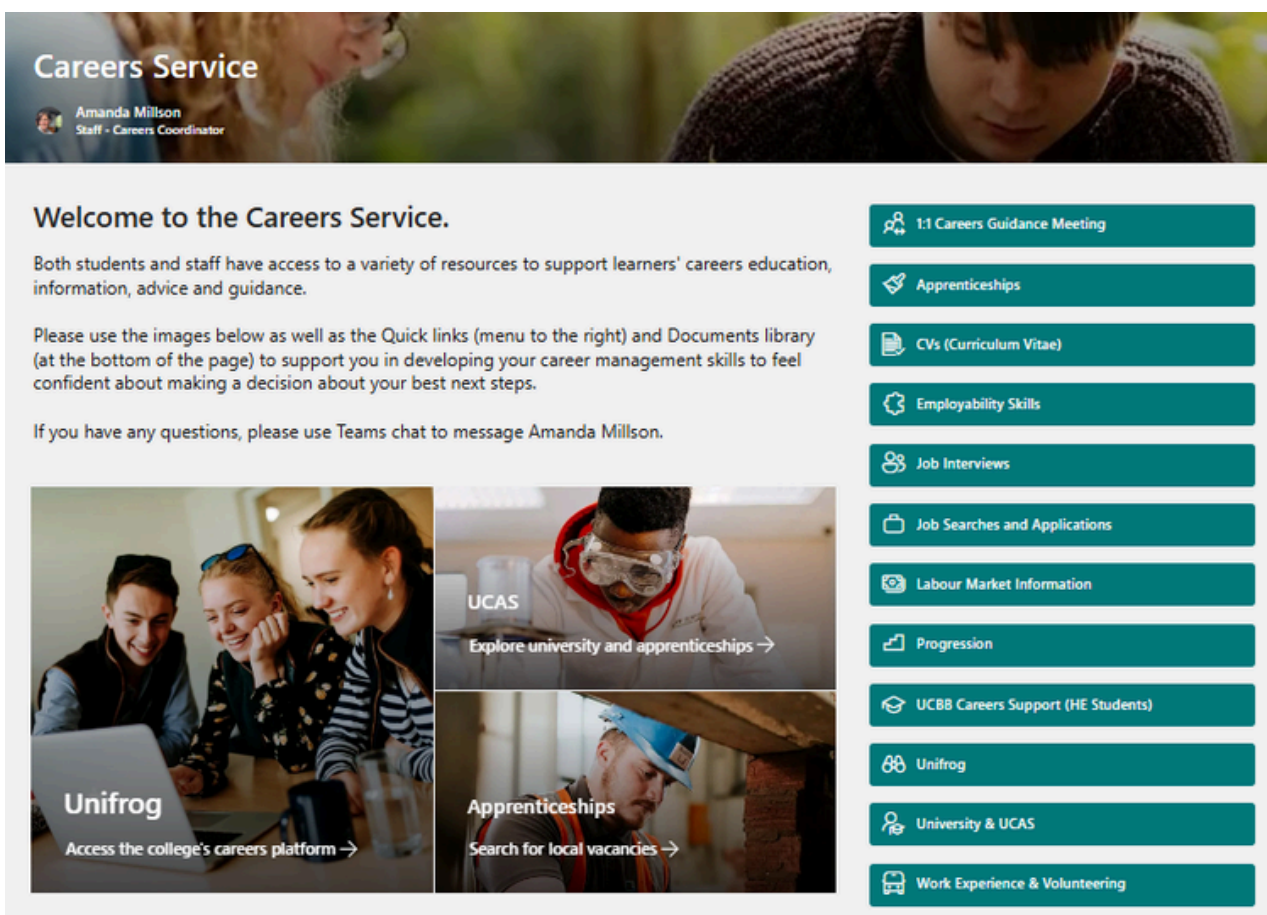
Strategic Careers Leader: Shelley Newton
Tel: 01964 553050

NEXT STEPS INTERVIEWS: EDUCATION / EMPLOYMENT / TRAINING

Between now and the end of May we expect every student to have attended a next steps interview with one of their teachers/curriculum leader. The purpose of a next steps meeting is to explore a student's plans after their course, which includes a discussion about their eligibility/suitability for progression to the next level or year 2 of a level 3 course.

Students will be asked to share their views and ideas about what they might like to do and will be supported to explore other options, especially if they are not being recommended for progression. Progression is dependent upon a student's academic ability/performance, attendance and behaviour record.

If a student remains undecided, or does not have a confirmed next step, they will be referred to the careers team for a 1:1 careers guidance meeting. We encourage students to undertake some independent research into their options, using the college's careers [SharePoint site](#). This provides access to relevant careers education, information, advice and guidance across a number of topics, including [progression](#). Please encourage your son/daughter to [access the site](#).



The screenshot shows the 'Careers Service' website. At the top, there's a header with the title 'Careers Service' and a photo of Amanda Millson, Staff - Careers Coordinator. Below this is a 'Welcome to the Careers Service.' section with a paragraph about resources for students and staff, and a note about using quick links and documents. To the right is a vertical menu of teal buttons with icons and text: '1:1 Careers Guidance Meeting', 'Apprenticeships', 'CVs (Curriculum Vitae)', 'Employability Skills', 'Job Interviews', 'Job Searches and Applications', 'Labour Market Information', 'Progression', 'UCBB Careers Support (HE Students)', 'Unifrog', 'University & UCAS', and 'Work Experience & Volunteering'. At the bottom, there are three image-based links: 'Unifrog' (Access the college's careers platform →), 'UCAS' (Explore university and apprenticeships →), and 'Apprenticeships' (Search for local vacancies →).

Careers Service
Amanda Millson
Staff - Careers Coordinator

Welcome to the Careers Service.

Both students and staff have access to a variety of resources to support learners' careers education, information, advice and guidance.

Please use the images below as well as the Quick links (menu to the right) and Documents library (at the bottom of the page) to support you in developing your career management skills to feel confident about making a decision about your best next steps.

If you have any questions, please use Teams chat to message Amanda Millson.

- 1:1 Careers Guidance Meeting
- Apprenticeships
- CVs (Curriculum Vitae)
- Employability Skills
- Job Interviews
- Job Searches and Applications
- Labour Market Information
- Progression
- UCBB Careers Support (HE Students)
- Unifrog
- University & UCAS
- Work Experience & Volunteering

Unifrog
Access the college's careers platform →

UCAS
Explore university and apprenticeships →

Apprenticeships
Search for local vacancies →

APPRENTICESHIPS

National Apprenticeship Week (10 - 14 February 2025) provided a great opportunity to consider future careers that are available via an apprenticeship pathway.

These are some helpful resources to begin or continue the conversation from home:

- [Rapid reads: fact sheets about key topics](#)
- [Guides on how to apply for an apprenticeship](#)
- [Parent pack](#)
- [Application support](#)
- [Apprenticeships: Myth busting](#)



VACANCIES

Encourage your son/daughter to explore live vacancies so they can see what opportunities are available locally to help inform any decisions or plans they might like to make:

- [Search via the government website by postcode](#)
- [Search by interest and postcode](#)
- Visit college and training provider websites
- Visit employer websites/social media
- Talk to family and friends and ask around about opportunities

Find an apprenticeship

Search and apply for an apprenticeship in England

Keywords (optional)
Can include job title, employer or reference number

Your location
Enter postcode, town or city or [use current location](#)

Within

Apprenticeship level



NATIONAL CAREERS WEEK

National Careers Week (3 - 10 March 2025) is a celebration of careers guidance. Its aim is to provide a focus for careers guidance activity at an important stage in the academic calendar to help support young people to develop awareness and excitement about their future pathways. Access a parents' guide to NCW [here](#).

Students will be supported in college to explore their options and develop their independence in making decisions about their future. You are also encouraged to support your son / daughter by continuing conversations at home. This could include:

- Talking about the jobs family and friends have had, both the highs and lows.
- Asking to see your son/daughter's CV and helping them shout about their skills and think of examples they can use to showcase their strengths. They can create a CV using [Unifrog](#) (our careers platform)
- Encouraging them to think about volunteering or part-time work.
- Researching jobs available locally to help understand if they are making realistic decisions about their future plans. Have they looked at the skills and qualifications they might need and if they need to think about travelling further afield for work, training and/or study?
- Accessing the [virtual NCW Fair](#)
- Encouraging your son/daughter to complete [this short](#) online course through Unifrog to help create a career goal and plan.
- Asking your son/daughter what their plans are for next year. If they can't answer this they can book a 1:1 careers meeting by emailing careers@bishopburton.ac.uk.

CHOICES MAGAZINE FOR PARENTS AND CARERS

The monthly parent and carer guide to apprenticeships and technical education provides helpful advice, insights and support with discussions you may be having at home.

February's edition includes:

- Supported internships and accessible apprenticeships
- What are apprenticeship standards
- Apprenticeships with Dunelm

You can access all previous editions [here](#).



VOLUNTEERING

Volunteering is choosing to do something for the benefit of others, or for your community or the environment, without being paid to do it. It is open to anyone, and can bring great personal rewards.

Volunteering is a great way of meeting people and giving back to your community, but it is also a way of building up skills and getting experience for your CV and for future job applications.

Many students use volunteering to work on skills they can't develop elsewhere. For example, volunteering in a role where they develop customer service skills, which may help them get part-time work where 'customer service experience' is essential.

Please encourage your son/daughter to explore the idea and benefits of volunteering. after all it can often lead to the offer of employment as well as new and rewarding experiences.

Local organisations that support volunteering opportunities:

- Community VISION
 - East Riding (and Hull)
 - Hull
 - North East Lincs
 - North Lincs
 - North Yorks