



The William Henry Smith School Careers Newsletter for Students and Parents – January 2025

The information in this newsletter is designed to be of benefit to **students** but also to help **parents** understand about the help and options available to young people.

Careers Guidance in School

Hi everyone, my name is Adele Greenleaf, and I am head of careers at William Henry Smith School and our Careers advisor is Suzanne Impagliazzo who is employed **by C+K Careers**. C&K Careers come into school at various times of the year and have an advice stall at the Christmas and Summer fayre.

Xmas Fayre – Careers stand – Thursday 19th December.

Summer prize giving – Careers stand – Thursday 17th July.

We will be continuing to meet with Years 9-13 students for one-to-one appointments, and this will continue throughout this term.

In summary, our job is to:

- *Help identify your personal qualities and skills
- *Explore your interests, likes, family influences, personal barriers and work experience
- *Help you to research ideas for study, training and employment
- *Help to discover future and current opportunities
- *Understand how to search for jobs and apprenticeships
- *Help create a CV and prepare for interview
- *Help you to develop employability skills to enable you to be work ready

We are keen for students to make their own informed decisions based on careers guidance meetings and high-quality careers and labour market information. You will be given an appointment in morning registration to allow you out of your lesson for the duration of the appointment. If you have yet to make some decisions for after Year 11, it's important that you let us know so that we can meet with you **as soon as possible**.

Open Events

Another piece of vital research can be carried out by going to some **Open Events** at colleges and sixth forms. Forthcoming open events:

Kirklees College (all Huddersfield centres)

18 January 2025, 10.30am - 1.00pm

15 March 2025, 10.30am - 1.00pm

24 June 2025, 5.00 - 7.00pm

Calderdale College

20 January 2025, 4.30 - 7.00pm

13 March 2025, 4.30 - 7.00pm

Wakefield College

12 February 2025, 5.00 - 7.00pm

14 June 2025, 10.00am - 12.00pm

Leeds City College

T: 0113 386 1997 <https://leedscitycollege.ac.uk>

T: 0113 532 4428 <https://leedssixthform.ac.uk>

Check websites for dates and times

Applications to College/Sixth Form

Applications for colleges are open, and we are available in January to help you complete these if needed. Most applications are done online and instructions of how to apply will be on each college or sixth form website.

Apprenticeships

Some of you have expressed an interest in going into the **World of Work** after school.

This route is certainly not an easy one but can be tremendously rewarding if you find the right employer and the right job role.

Normally, within an **apprenticeship** you will be **working with an employer** for most of the week and **going to a training provider or college** for a day a week **to gain a qualification**.

One of the ways to **apply for an apprenticeship** is to go to the **National Apprenticeship Website and search for vacancies** in your area of interest. You can find this website here www.gov.uk/apply-apprenticeship

C+K Careers also list vacancies on their website when they are available:

<https://ck.mydirections.co.uk/>

Some **colleges and training providers list companies they work with who have vacancies**, but **just because you get accepted on to an apprenticeship programme with a college, this does not mean they will automatically find you an employer**. This is your responsibility.

You may want to **ask local companies or individuals whether they would take you on as an apprentice**. Year 11 students will be taking part in a CV writing /job search/application form drop-down morning in January to support with this so you could start this process soon but remember you won't be able to start an apprenticeship until you finish school.

We will be providing further support through Apprenticeship Workshops this term for students who are looking for an apprenticeship.

It is worth having an offer of a **full-time college place as a back-up** just in case you are unsuccessful in securing an apprenticeship after school. Bear in mind, you can pursue an apprenticeship after a college course or at any stage in life, so all is not lost if you don't find one immediately after school.

Your Careers Advisers will be available to discuss your plans at the following times:

WHS School (Early years to 6th form)

Year 11 and some 6th form students have already been seen during the last term.

6th form - Tuesday 14th January

Year 10/11 – Thursday 23rd January Applications for college (9.15-10.15 am)

Year 10 - Careers advise meetings

Wednesday and Thursday February 26th and 27th.

Year 9 - Careers advise meetings

Thursday April 24th.

Year 8 - Careers advise meetings

Thursday 8th May.

WHS College age 16 upwards

Wednesdays – March 5th, 26th, 30th

C&K presence at the College Careers fair - Thursday March 27th.

Unsure or require further advice and guidance?

If you have **any questions or queries, we are here to help.** Even if you have already had a careers meeting, you are welcome to request further appointments until you are feeling confident about your plans.

All the best,

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