### **TEACHER GUIDE**

# The Parents' Guide to NCCW 2022 In partnership with National Careers Week

THE PARENTS' GUIDE TO



Headline Partner:



# Contents

**The Parents' Guide to** provides parents with the information they need to help their teenage children make the right choices to create successful futures after GCSE and sixth form.

Our online guides are designed to inform, involve and guide parental support. They include the most up to date information on topics such as apprenticeships, universities and revision techniques.

Wherever we refer to 'parents' we mean 'parents and carers.' This includes grandparents, older siblings or any other person with significant caring responsibilities for children.

This guide has been produced with NCW for National Careers Week 2022. We make recommendations of what we believe to be reliable sources to help you find further information but these organisations have not endorsed this guide. We're happy for you to use or share extracts of the guide, but don't forget to credit The Parents' Guide to

www.nationalcareersweek.com www.NCW2022.co.uk wwww.theparentsguideto.co.uk

### Find out what's new

If you're interested in regular updates about how you can help your teenage children: *www.theparentsguideto.co.uk/join-us* 

**TEACHER GUIDE** 

I'm interactive! Click me if you want to go to the chapter



### Welcome from NCW

National Careers Week is a celebration of careers guidance and free resources in education across the UK. The aim is to provide a focus for careers guidance activity at an important stage in the academic calendar to help support young people leaving education.

With youth unemployment remaining high and employers citing that young people are ill prepared with the basic skills needed for employment, there has never been a bigger need for careers guidance to be promoted and celebrated in education.

National Careers Week is the perfect platform to advise and inspire the next generation as they enter the world of work. National Careers Week, which

#### Useful links

**National Careers** Week Resources

National Careers Week Virtual Fair

takes place this year between the 7th - 12th of March 2022, encourages education providers to bring together students, local employers and advisers through careers events and activities.

During National Careers Week it is up to every school, academy and college to offer careers advice and guidance to their students with support from NCW in providing free resources, information on current career opportunities and advice on activities and exercises to run.

Access to NCW resources doesn't stop at the end of #NCW2022, the dedicated websites are available with resources, video content - NCWTV.co.uk - and other tools throughout the year!

I'm interactive! Click me and 1'll take You there!

**National Careers** Week ΤV

### **Welcome from The Parents' Guide to**

National Careers week is a great opportunity to help parents get familiar with career routes that don't necessarily follow the more traditional A Level and university path. There are lots of different ways students can get on track for great work pathways that help them play to their strengths depending on how they learn best, whether they're 16 or 18 years' old or beyond.

National Careers Week encourages education providers to bring together students, local employers and advisers through careers events and activities and this can benefit parents too.

#### The Parents' Guide to provides a variety of resources for parents about choices teenagers face Post 16 and Post 18, as well as advice on teenage health and wellbeing.

We specialize on Years 10-13 as it's a time when teenagers face many important decisions and parents play an important role in guiding them. We provide all the information in one place, written in a style that's easy to read and include links to reliable sources for further information. We update our resources each academic year to ensure they contain the most up-to-date information.



### **Support for schools** because you're busy enough

The Parents' Guide to supports schools with parental engagement through Years 10-13 by:

#### **School newsletter:** 1

Subscribe to our monthly school newsletter to access useful tips, updates and resources on how you can develop parental engagement in your school

Subscribe

#### **Dedicated resources:** 2

Browse through our range of resources designed to help you involve and engage your parents and carers

Browse

Social media inspiration: 3 Follow us for daily posts and useful retweets!



#### 4

#### **Parent guides:**

*Learn more about school licences* and how you can provide our specialist online interactive quides free of charge to your parents and carers

#### Explore

#### Support articles: 5 |

Share our support articles about teenage wellbeing and Post 16/Post 18 options with your parents

#### Discover

### **Timetable for the week -***Follow @CareersWeek for regular updates*



our headline sponsor, showcase their access points and #NCW2022.#TidalTuesday at @CareersWeekover 350 different roles and distinct career pathways in the NHS.thMake sure you check out their room at the VCF for career ideasOver 350 different rolesth	Thursday 10th
@CareersWeek for the beyond! daily content.	BBC Bitesize Careers is the BBC's page dedicated to brilliant, informative and diverse careers in all sectors. Young people discuss their career pathways, in this goldmine of inspiration. NCWTV.co.uk
@NWG_EarlyCareer @CareersAtSea @HealthCareersUK	@BBCBitesize

### **Virtual Careers Fair**

Available all week at: WWW.NCW2022.CO.UK

No sign-ups, no registration, just five floors of rooms to explore with vibrant informative content for your students to explore!

# Friday 11th There are a huge range of exciting roles in the heart of policy in the UK Government. Working alongside the Government, The Civil Service help to deliver policy for the people of the UK.

NATIONAL CAREERS WEEK IS A CELEBRATION OF CAREERS GUIDANCE AND FREE RESOURCES IN EDUCATION ACROSS THE UK

### Top 10 tips for hosting a NCW event



Start with a plan. Which Year groups and pupils? Who will benefit most?

#### 2

Ask. Contact local businesses and training providers. Generally people want to help.

Think about which businesses to invite. What type of local connections need to be made?

#### 2

It's all about Leadership. Ensure you have support from the SLT to help get as many pupils involved as possible.

Use the official hashtags. #NCW2022.

#### 6.

Enjoy the event. It's all about having fun and celebrating.

#### 7.

Promote and market your event. Use the National Careers Week free resources.

#### 8.

Say thanks to those who have supported. This helps build positive relationships for the future.

#### 9.

Evaluate. What was the impact of the event or careers activity? This helps shape future activities based on feedback.

#### 10

Start small, Dream Big but most of all - Start

## **Social media**

#### The official hashtag for National Careers Week 2022 is #NCW2022.

Please ensure you use this in your Social Media activity and tag the relevant Social Media platforms. This helps build momentum and we often trend throughout the week. We will endeavour to RT, share your posts and include a

selection of your tweets in our Report. There is a lot of great content being shared on the various Social Media platforms, any sharing would also be greatly appreciated. Other hashtags you may also want to include in your tweets to reach a wider audience are as following:

#SLTchat	Senior Leaders		
#UKedchat	Teachers and Leaders		
#Careers	Various organisations and individuals involved with careers		
#Employability	All things employability		
#Ented	Enterprise Educators		
#Enterprise	Enterprise Education		
#CEIAG	Careers Education Information Advice and Guidance		
#PSHE	Personal, Social and Health Education		
#SENDED	Special Education Needs		
#PrimaryRocks	Primary Educators		
#theparentsguideto	Parents/carers		

#### National Careers Week:



#### The Parents' Guide to:



#### Social media packs

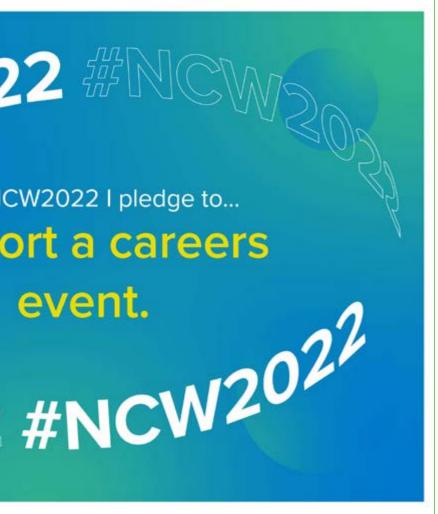
The reach and continued success of NCW is down to teachers, businesses and students getting involved in the run-up to the week itself by sharing information, graphics, ideas and photos on Twitter, Instagram, LinkedIn and Facebook. We know you want to shout about what you've planned inside and outside your school, academy, college, university, business or organisation so

い2022 録入 For #NCW2022 I pledge to... Support a careers event. 🗴 💿 🕞 🝙 👽 National Careers Week

we're going to continue to make it easy for you to get the message out there.

Our graphics pack this year includes the ever-popular 'countdown' graphics with weeks and days to go, save the date graphics and adaptable templates for you to use to customise for use on your physical and digital noticeboards.

You can download it here: https:// nationalcareersweek.com/2022-smp



### Resources

#### The careers download

We've decided to make life easier for teachers everywhere and deliver a regular (monthly) electronic magazine packed with the latest news, resources, campaigns and sponsor content which will help you to inspire and enthuse your students towards great choices and fulfilling careers.

Sign up here: <u>nationalcareersweek.com/new-site-</u> <u>template/contact/</u>

Edition 1: nationalcareersweek.com/e-zine

#### Edition 2: nationalcareersweek.com/e-zine-2



#### **School newsletter**

Our monthly school newsletter provides you with useful tips, updates and resources on how you can develop parental engagement in your school. If there are any items that you'd like us to review in an upcoming newsletter, please do send us a note at info@ theparentsguideto.co.uk.

Sign up here: theparentsguideto.co.uk/join-us

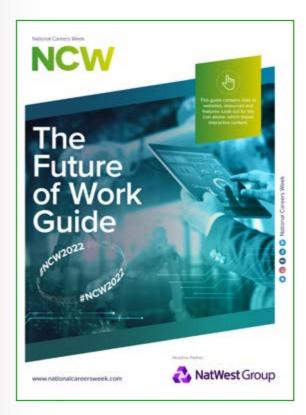
Past editions: <u>theparentsguideto.co.uk/school-</u> <u>newsletter</u>

School homepage: theparentsguideto.co.uk/schools



#### Future of work guide

The Future of Work is free to download and will provide insight and interest into what we can all expect from work in the coming decades and how we can inspire and prepare our young people to be ready for it. **Download it here.** 



#### **Careers Assemblies**

We've always wanted to make sure National Careers Week is as easy as possible for you to deliver – to that end please see our up-to-date Career Assembly PowerPoint presentation decks for KS2, KS3 and KS4 students. They are downloadable and adaptable and you can find them here: **nationalcareersweek.com/ncw2021assemblies/** 

#### 5, 10, 15 minute careers games

We designed these three dice-inspired games to task students to find out about themselves, their skills, their career options and their futures. Ideal as a warm-up tool or activity in formtime or PSHE sessions they are easy to use and just need a dice or online number generator.

nationalcareersweek.com/ download/25381/

#### "Let's get talking" board game

To help you talk to young people about their futures, we've created a board game that saves you worrying about which questions to ask. You can play too! By playing the game together you create a two-way conversation, with them finding out more about you, as well as you finding out more about them: www.theparentsguideto.co.uk/post/ talking-to-your-teen

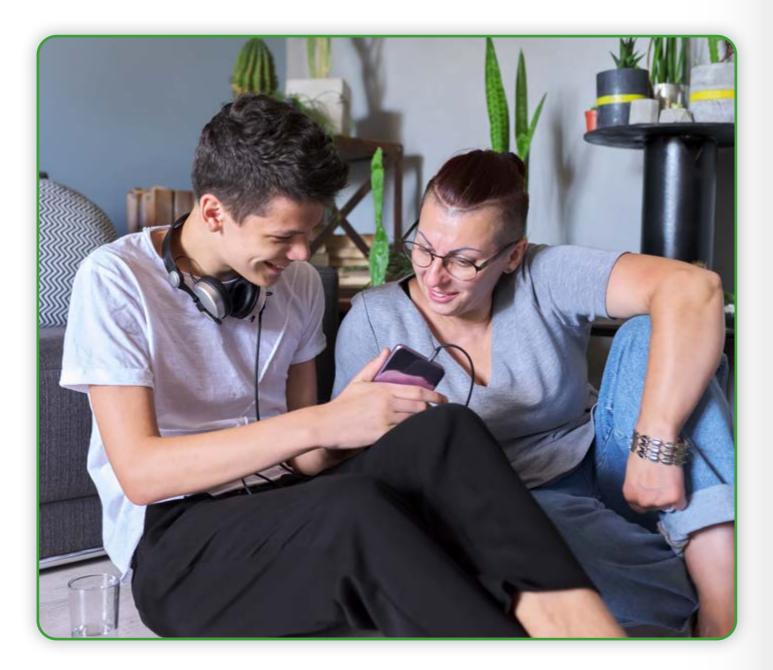


# Help parents get involved in the conversation

It can be tricky to get teens to talk about anything, especially what they might want to do next. However, it is important they think about their future, what they might like to achieve and what they need to do now so they can get themselves on the right track.

To help support your parents, here are eight useful tips for them to bear in mind when talking to their teens about the future.

**TEACHER GUIDE** 



	Accept their idea of success
1.	Their dreams and ambitions might r for them. This can be disappointing
	It's OK if they're not sure on a
2.	They don't need to make that deci develop skills that will help them p
	Encourage them to turn pass
3.	They're more likely to be successful something they enjoy.
	Help them navigate their limit
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#### may be different to yours

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#### career route yet

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#### sions into money-makers

ul (and happier) pursuing a career in

#### ations

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#### nind!

I they have their heart set on one minds, you won't berate them for it.

#### their options

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#### gling to look far ahead

als will help them strive towards a long-

#### ontrol over their future

they do matters.

### **Work Experience**

Work experience is important for getting into any career. It provides teens with first-hand experience of what it's like to work; dealing with colleagues and the public; working to deadlines and how it feels to do things "for real".

If they're lucky, they might find work experience within an industry that is related to their course or ultimate job goal. If this is the case, it can help them discover more about the industry and may help them realise whether it is or isn't for them. A lesson much better learned sooner than later!

#### How to find work experience

- 1. Speak to the careers team at school. They have excellent connections with local and national employers
- 2. Do parents have any contacts, through their own work, friends or family that could help?
- 3. Contact employers directly and ask
- Apply for a job (Saturdays, evenings, holidays) – it may not be their aspirational job, but it's work experience and they'll learn a lot from it (as well as earning some money)



#### Try to match role to goal

Whilst any work experience is great, if a teenager has ambitions to do a particular job, it's worth trying to get the experience within that sector. If they feel destined to go into leisure, two weeks on the front-desk of a hotel dealing with the public could either confirm that's the role for them, or give them an incentive to rethink their ambitions! This is especially true when they have been inspired by TV or films, which quite often give a false impression of what's involved in a job.

#### Be realistic

A week or two isn't long to learn a huge amount about any job nor is it long



to train someone. Teens may not be assigned the most interesting tasks, but overall they should get a good feel for the atmosphere of the environment and how people work together.

### Some work experience is better than no work experience

If teens are struggling to find a suitable one or two week work placement, try taking a different approach. Perhaps asking employers if they could visit for a day, shadow a member of staff, volunteer, support on a particular project or assist with a particular thing might help the employer say yes.



### **Virtual Work Experience**

#### What is virtual work experience?

Virtual work experience, also referred to as online, remote or digital, provides young people with the opportunity to gain experience in the workplace, develop their skills, boost their employability and explore new industries and job roles.

It's a broad term and can include any opportunity which provides young people with an insight into what it's like to work in an industry or job role while at home. Most virtual work experiences range from half a day to one week, but some may last longer depending on the nature of the work experience and the age of your child.

Not all virtual work experience is the same. Some are open to everyone and provide a platform for students to discover more about the job, view pre-recorded videos on what it's like to work with the organisation, go on virtual tours and possibly take part in some live Q&A sessions. Others may require your child to go through an application process and offer regular online meetings with a supervisor, individual project work, networking sessions, training opportunities and video tutorials.

#### What are the benefits?

**Think global** - Virtual work placements are open to everyone and location does not need to be a limiting factor. This opens many possibilities for students to explore new jobs and industries in areas that may not be possible face to face.

**It's free** - The majority of virtual work experience placements are free and working from home will also mean students will not incur any travel related costs.

**Future proof** - Remote working is likely to be important to many businesses in the future and learning how to conduct business and work online will develop extremely valuable skills for the modern workplace.

**Transferable skills** - It's not always easy working from home and taking part in virtual work experience placements will help students develop those soft skills that all employers are seeking, such as organisation, time-management and self-motivation.

Knowing what's right (or what isn't) Understanding what a job or a career entails might help students make decisions about whether or not that role is right for them in the future.

### **Virtual Work Experience**

#### Which organisations offer virtual work experience?

More and more firms are providing virtual work experience opportunities to students and young people. Placements are available across several sectors including accountancy, law, marketing and the veterinary sciences. While this is by no means an exhaustive list, here are some companies and businesses currently offering virtual work experience.

#### **Allied Healthcare Mentor (paid)**

A live Virtual Work Experience Programme created and delivered by healthcare professionals for those interested in a career in healthcare. Prices start from £10 a day.

#### **Barclays LifeSkills**

*An excellent website to help young people* develop the skills they need for a better future.

#### **Brighton and Sussex Medical School**

Suitable for those looking to apply to medical school, this virtual work placement introduces students to the NHS before exploring the roles and skill sets of six different medical specialists.

#### **Exploring the Veterinary profession**

A two week, six hour, course that enables students to learn more about what it takes to become a vet and whether it's the right career choice for them.

#### InsideSherpa

An excellent website which offers virtual work experience placements from a range of companies, from banking to careers in tech. Most options last up to six hours and involve tutorials, videos and activities.

#### InvestIn (paid)

Aimed at students between 14 and 18 years' old, InvestIn offers an impressive array of virtual work placements involving real life work and contact with professionals. This is a paid service, and placements range from one day to one week. Prices start from £90.

#### **National Cyber Security Centre**

A website dedicated to helping the UK's next generation of cyber professionals through a variety of free courses for 11-17 year olds and exciting competitions.

#### Speakers4Schools

Recently launched, Speakers4schools aims to provide a level playing field by connecting young people to high quality virtual work placements. Register to stay up to date with their latest developments.

#### **The Careers and Enterprise Company**

A regularly updated and comprehensive list of virtual opportunities containing links to virtual work placements and training opportunities for students in year 9-13.

#### Things to consider

#### Online placements are not for everyone

Not everyone is suited to working behind a screen or remotely; some may have their heart set on a more creative or hands on career option.

#### **Opportunities are limited**

Virtual work placements and internships are a new offering and places are likely to be limited and only available in certain industries, however, the list of companies offering them is growing.

# VIRTUAL WORK EXPERIENCE



#### May not give a full reflection of the job

There are limitations to what can be experienced through virtual placements, so make students are aware that this may only provide a partial glimpse of what's involved in the job.

#### Safeguarding

Be sure to check the company's credentials and what information your students are giving to them. Most companies will have age guidelines for suitability, but if not, do make sure it's age appropriate.

NO SIGN-UPS, NO REGISTRATION, JUST FIVE FLOORS OF VIBRANT AND INFORMATIVE CONTENT. WWW.NCW2022.CO.UK

## **Virtual Careers Fair**

The tenth anniversary year #NCW2021 allowed us to celebrate a decade of development, a decade of trailblazing, a decade of support for young people and our first ever Virtual Careers Fair. We cannot thank you enough for getting involved in the VCF and the we think statistics speak for themselves. We will, of course be repeating the Virtual Careers Fair again this year and a new collection of supporters and sponsors will help to bring careers and

# NCW MCW2022 Don Char Careers Fair

National Careers Week 7th – 12th March 2022

pathways to life for your students through virtual work experience, videos, digital content and podcasts.

The VCF will be available from the 7th March and preparation tools such as exploration sheets and sponsor profiles will be available from the middle of February 2022.

For more information, including how to access the VCF, visit: www.NCW2022.co.uk



### **Vocational routes after GCSE**

What students choose to do after Year 11 can have a big impact on their future. The choices they make now will influence how easily they will be able to get a job or enter further education when they are older. The main options at this stage are for them to go on to full time education or take an apprenticeship/ training. Things they need to consider are the type of qualification they are going to study; what type of learning suits them best (classroom or practical); and what they enjoy. Options can include:

#### **BTEC National**

Study takes place over a two year period and is a combination of both practical and theory. Knowledge is tested through course work and a final examination (comprising 40% of the total grade).

#### T Level

T Levels are a vocational alternative to A levels and involve a mix of classroom learning (about 80%) and practical experience (about 20%) including a 45 day on-the-job placement in a genuine business.



The Parents' Guide to Post 16 options

#### Other technical qualifications

Other qualifications available include Cambridge Technicals, City and Guilds, National Vocational Qualifications and Tech Bac (similar to the International Baccalaureate). They are vocational driven courses – i.e. centred around jobs and are well suited to students who know what type of job they want to do when they leave education or who prefer a more practical working style but still want to include classroom learning in their education.

#### Apprenticeship

Apprenticeships are real jobs which include learning elements which might take place at university, college or an education provider. Apprenticeships were developed to help address the skills shortage in UK businesses. Sixteen year olds can start an apprenticeship at Level 2.

#### Find out more

If you're interested in providing your parents with more information about their teens Post 16 options, which qualifications might suit them better and why choosing where to study could make a big difference, it's all in **The Parents' Guide to Post 16 options.** 

### **Vocational routes after** sixth form

What students choose to do after sixthform (or college) is exciting but can be nerve-racking. There are lots of options available and understanding the pros and cons between different choices can be confusing. For students that aren't academic and want to get straight to work, there are lots of options available.

Important considerations include whether they want to include some form of studying, how they will finance living expenses and course fees (and whether their parents can afford to help them) and whether they're happy to move away from home or stay close by. Options can include:

#### Apprenticeship

Apprenticeships are real jobs which include learning elements which might take place at university, college or an education provider. Apprenticeships were developed to help address the skills shortage in UK businesses. Apprenticeships can range from level 2 to level 6/7 (degree apprenticeship).

### Internship

Internships are usually short term

informal arrangements with an employer and do not result in a formal qualification. They do offer an insight into business, networking opportunities, the possibility of job offers afterwards and the ability to learn practical, transferable skills.

#### Traineeship

Traineeships are short-term work placings lasting up to a maximum of six months to help young people become "job ready". The work experience element includes at least 100 hours on the job training to help provide the necessary experience to undertake apprenticeships or other employment.

### Employment

Going straight into a job offers work experience but not a qualification. However, it is possible to create a personal training plan if desired.

### **Gap Year**

Traditionally, this is a year spent travelling overseas, but it needn't focus exclusively on that. Volunteering and work experience can also be incorporated.

#### Starting a business

For teens that have the enthusiasm and ability, starting a small business needn't be costly and could give them an edge over others when it comes to interviews. This doesn't mean full-time commitment – it's something they could fit around studies or part-time work.

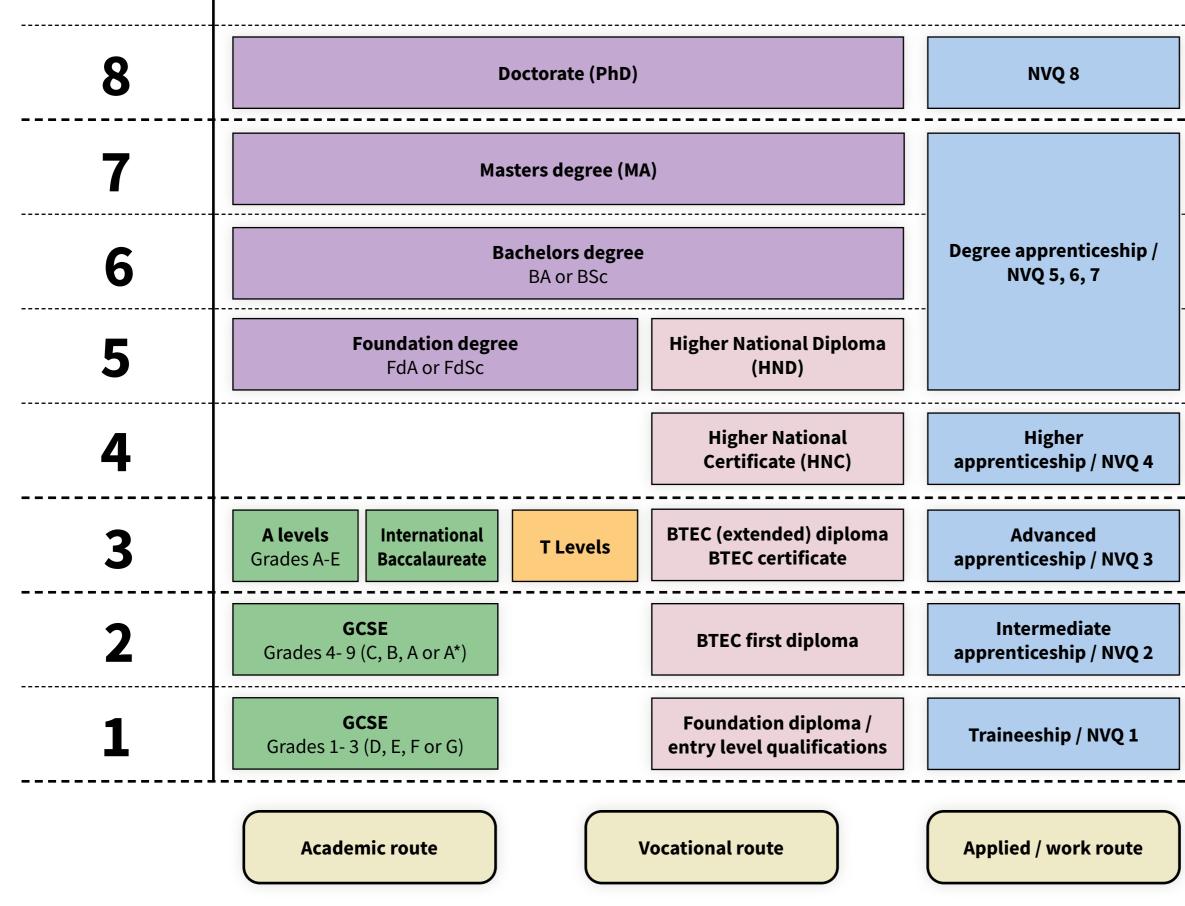
# THE MOST IMPORTANT THING IS



#### Find out more

If you're interested in providing your parents with more information about their teens Post 18 options, which routes might suit them better and why choosing where to study could make a big difference, it's all in The Parents' Guide to Post 18 options.

### Level | Qualification / educational routes



#### **Levels of Education**

In England, Wales and Northern Ireland there are 8 qualification levels (1 - 8) plus an entry level qualification for those just starting. Generally, the higher the level, the more difficult the qualification is. Levels 1-3 are typically taught in schools and colleges.

With so many different qualifications, it can be hard to know what they mean and where they might lead to next. To help you understand, we've created a summary of what the levels mean highlighting academic, vocational and work-based routes to higher education.

## A spotlight on T Levels

T Levels are an exciting new option in sixth form education that provide a recognized qualification tailored to industry needs and skills. It's a great choice for students that want to learn practical skills relevant to certain jobs, regardless of whether they want to go on to study for a degree, take alternative further education or go straight into the workplace.

One T Level is equivalent to three A levels and the course lasts for two years. T Levels involve a mix of classroom learning (about 80% of the course time) and practical experience (about 20% of the course time) including a 45 day on-the-job placement in a genuine business. Afterwards, students may go on to university, alternative higher education, another job, an apprenticeship or they may be offered an opportunity with the company where they were placed.

T Levels are a vocational alternative to A levels (because they focus on industry) and include practical study as well as classroom learning. They differ from apprenticeships because the study and working time is reversed. Unlike BTECs, T Level courses were developed with businesses and offer an industry placement.

Vocational (technical) qualifications at level three such as BTECs are currently

subject to a review which aims to streamline the number of qualifications available. Many of these existing qualifications will be phased out.

To celebrate National Careers Week, we're offering our new guide, The Parents' Guide to T Levels, free to schools to share with their parents. You can download it for free here: www.theparentsguideto.co.uk/t-levels

<text>

Click here to download a copy

### What subject choices are there?

#### As of September 2021, there are ten T Level subjects available all relating directly to workplace careers:

- **Building Services Engineering for Construction**  $\triangleright$
- Design, Surveying and Planning for Construction  $\triangleright$
- **Digital Business Services**  $\triangleright$
- Digital Production, Design and Development  $\triangleright$
- **Digital Support Services**
- Education and Childcare  $\triangleright$
- Health  $\triangleright$
- Healthcare Science
- **Onsite Construction**
- $\triangleright$ Science



#### Six more subjects will be added in September 2022:

- Accounting  $\triangleright$
- Design and Development for Engineering and Manufacturing  $\triangleright$
- Engineering, Manufacturing, Processing and Control  $\triangleright$
- $\triangleright$ Finance
- $\triangleright$
- Management and Administration  $\triangleright$

#### And another seven from Sep 2023 onwards

- Agriculture, Land Management and Production  $\triangleright$
- Animal Care and Management  $\triangleright$
- Catering  $\triangleright$
- Craft and Design  $\triangleright$
- Hair, Beauty and Aesthetics  $\triangleright$
- Legal Services  $\triangleright$
- Media, Broadcast and Production  $\triangleright$

#### Click here to find what T Levels are available near you. You'll need to enter your postcode.

#### **Useful links**

Gov UK T Level subjects

Department for Education

#### Maintenance, Installation and Repair for Engineering and Manufacturing



The Parents' Guide to T Levels

# The Parents' Guide to **Post 16 options**

What students choose to do after Year 11 can have a big impact on their future. It's not just about what they study, it's where they study. And for those that aren't academic, there are options other than school or college.

This guide written for parents provides a detailed explanation of all their choices at 16 years old and includes:

- $\checkmark$  What qualifications are on offer;
- ✓ Which qualifications are better suited to different types of learners;
- $\checkmark$  Where they can study the pros and cons of different learning environments depending on the type of student;
- $\checkmark$  Guidance on making the right choices

✓ GCSE results day – what to do if they don't get the results they need

#### **School licences**

If you would like to share this guide with your parents free of charge, we offer school licenses. A school license includes permission to share the guide with parents, carers and other interested parties connected to your school in any way you find useful – including via your website and through email, newsletters or social media. We also add your school logo to the cover!

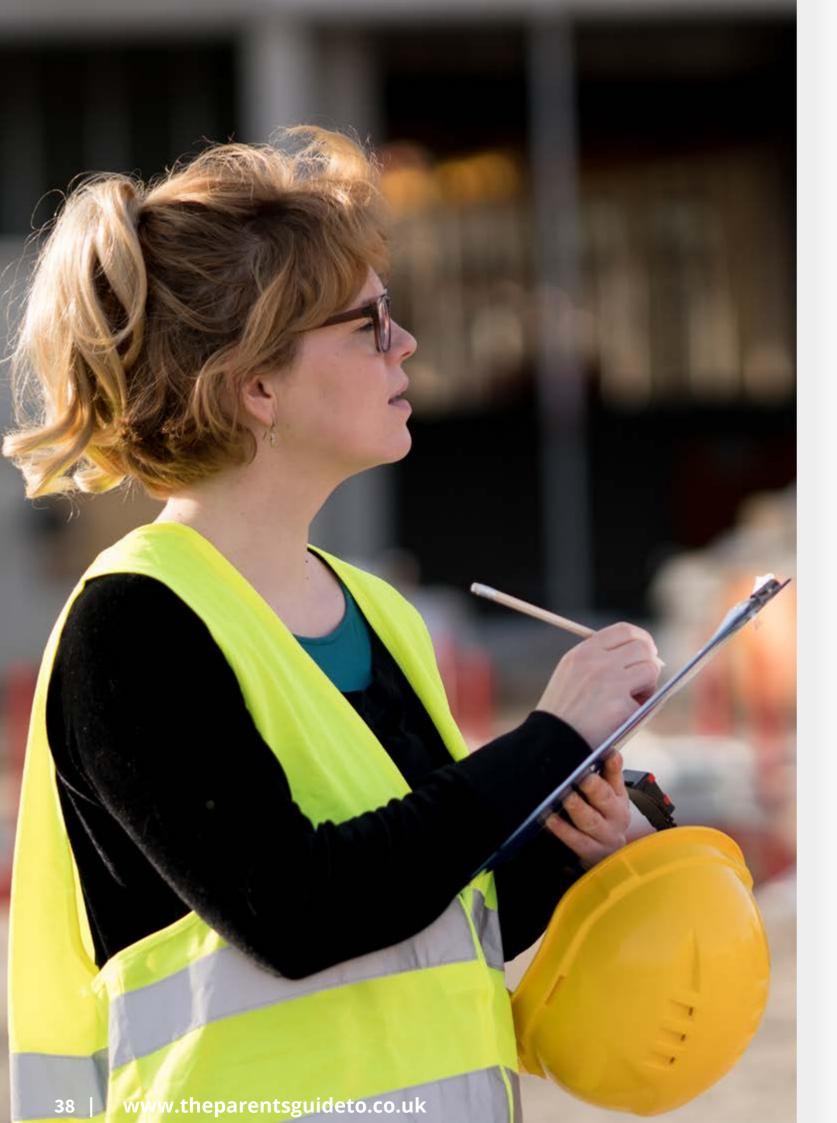
Click here to learn more





### The Parents' Guide to **POST 16 OPTIONS** 2021-2022 (Full edition)

Sample now



## **Apprenticeships**

What students choose to do after GCSE or sixth form is both exciting and daunting. There are lots of options available and understanding the pros and cons between different choices can be challenging. Apprenticeships should not be over-looked; they offer the opportunity to combine study with paid employment resulting in a professional qualification. There are no tuition fees (these are covered by the employer and the government) and the salary can cover living expenses.

Apprenticeships used to be associated with trade industries (such as electricians, mechanics or plumbers). Nowadays, apprenticeships can be taken in a wide range of industry sectors and provide entry to all types of careers, including accountancy, banking, IT, law, management and television.

Relatively new to the apprenticeship suite are degree apprenticeships, offering an "earn while you learn route" to BSc or BA status. In other words, the end

#### **Useful links**

GOV. UK Overview

UCAS

qualification is the same as if students had attended university full time, the difference is that they will not have incurred any debt in tuition fees and will finish their degree with robust and transferable workplace skills.

Taking an apprenticeship is not an easy option and competition can be fierce. It takes organisation and dedication to balance work (where students will be expected to contribute to the same standards as everyone else) and study. Holidays are far fewer than at college or university. However, if they have a more practical, work-related bias towards learning this will suit them well and they will obtain valuable experience which will strengthen opportunities in finding rewarding work when the apprenticeship is over.

Selecting the right apprenticeship will require students to have reasonable confidence in the type of career they wish to follow although there is some flexibility.

I'm interactive! Click me and I'll take You to their website



TEACHER GUIDE

### **Apprenticeship levels**



**LEVEL 2** *Intermediate apprenticeships* 

Typical length 12-18 months

Entry requirements: None or few

**Qualifications obtained:** GCSE, BTEC or equivalent

Who's it for? Mostly for 16-year-olds with limited or no academic qualifications.

#### **LEVEL 3** *Advanced apprenticeships*

**Typical length** 12-24 months

**Entry requirements:** Usually 5 GCSEs

**Qualifications obtained:** A levels or equivalent

#### Who's it for?

Mostly for 16-year-olds with reasonable academic achievements but who don't want to study in sixth form.







#### **LEVEL 4/5** *Higher apprenticeships*

#### Typical length

3-5 years

#### **Entry requirements:**

A levels or equivalent

#### Qualifications obtained:

Higher national diploma / foundation degree

#### Who's it for?

Mostly for those who want to qualify for professional career paths without attending university / college. Sometimes referred to as 'school leaver' or 'non-graduate' Programmes.

#### **LEVEL 6/7** Degree apprenticeship

#### Typical length

3-7 years

#### Entry requirements:

At least 2 A levels or equivalent

#### **Qualifications obtained:**

A BA or BSc degree or higher

#### Who's it for?

Mostly for those with excellent sixth form results that want to study for a degree or similar whilst working. Aimed at attracting high-calibre candidates to bridge professional skills gaps.

#### APPRENTICESHIPS COMBINE LEARNING WITH ON THE JOB TRAINING

www.theparentsguideto.co.uk

### There's a wide range of ways to seek out apprenticeships and we recommend using a selection of options rather than relying on one.

#### Government website

Most apprenticeships are posted on the Government's website. By creating an account, students can set up alerts and filters to see opportunities that are of most interest to them and to be emailed when new opportunities arise. However, not all apprenticeships will appear.

#### **Industry sector**

It's smart to check apprenticeships directly on company, university or college websites. If your child doesn't know which of these sites to select, then they should first do some research on which industry sector may be of interest, and then find companies within this sector.

#### Job boards

National job agencies will also advertise apprenticeships and options can be narrowed to review within local distances from home or specific job types. This might be a particularly good way to seek out apprenticeships in level 3-5 range.

### **Useful links**

GOV. UK Search

Not going to Uni

### Where to find the right apprenticeship

#### **Companies direct**

Another alternative is to identify companies that are of interest and check those websites for apprenticeships.

Be warned! Applications to well-known international companies (such as Amazon, Coca-Cola, Facebook, Google, Virgin) will be highly competitive; however, it might be a good starting point for identifying what's included in the apprenticeship and seeking out other companies that provide similar content.

#### School careers advisor

Students still at school or college can speak with their careers adviser. Careers advisors are often the first to hear from companies advertising new apprenticeships

For more information on apprenticeships and how to parents can helpt their teens research, apply and prepare for one, you may be interested in The Parents' Guide to Apprenticeships 2021-2022.

The Parents' Guide to TEACHER GUIDE

### Top 10 apprenticeship employers: 2021



Statistics compiled by *www.NationalApprenticeshipWeek.co.uk* Click here to learn more.



# **The Parents' Guide to Standing out from the crowd**

Applying for jobs and/or university is incredibly competitive. In The Parents' Guide to Standing out from the crowd, we explore different things teens can do to expand their interests, develop key transferrable skills and find out more about subjects they might like to study in the future.

This guide written for parents provides detailed advice on how they can support their teens develop healthy habits, improve their skillset and harness their personal strengths.

#### School licences

If you would like to share this guide with your parents free of charge, we offer school licenses. A school license includes permission to share the guide with parents, carers and other interested parties connected to your school in any way you find useful – including via your website and through email, newsletters or social media. We also add your school logo to the cover!

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### **HELPING YOUR CHILD STAND OUT FROM THE CROWD** 2021-2022

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### **Other options**

It is important to remember that further education and academic study isn't for everyone. There are plenty of other ways to continue learning, such as apprenticeships, traineeships, paid or voluntary work or gap years.

#### Getting a job

The world of work can be an exciting option and doesn't necessarily need to rule out further study at a later date. If students plan to get a job after school or college, encourage them to think carefully about the kind of work they want to do and the reasons for doing it. Do they plan to start in an entry level position and gradually work their way up to a higher position as they begin to gain more experience? Or do they want to start earning, and use this time to reflect on what they might like to do next?

#### **Useful links**

Post 16 options summary

Not Going to Uni

#### Job with training

Some jobs may provide training, which is usually funded by the employer. Encourage students to check what qualifications are being offered and whether it is a nationally recognised qualification, such as a NVQ.

#### School leaver programmes

School leaver programmes offer opportunities to join the workplace straight after sixth form studies and commence skills development and career progression through experience as well as studying to obtain a nationally recognised qualification. Entry requirements vary from employer to employer.

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# **Traineeships and internships**

#### Traineeships

Traineeships are short-term work placings lasting up to a maximum of six months to help young people become "job ready". The work experience element includes at least 100 hours on the job training to help provide the necessary experience to undertake apprenticeships or other employment.

#### Internships

Whilst internships can be useful, they should not be confused with apprenticeships. Internships are informal arrangements with an employer, there is rarely a signed contract, they are usually short-term (less than one year) and they do not result in a formal qualification. They do offer an insight into business, networking opportunities, the possibility of job offers afterwards and the ability to learn practical, transferable skills. They may be useful in giving a student enough experience to start an apprenticeship.

#### **Supported internships**

Supported internships are for students with learning difficulties or impairments who want to get a job and need extra support to do this. They're a good way to get the training and experience students needs to get into work.

#### Key tip:

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These routes can be very helpful for non-academic students who may be better at picking up practical skills.



GOV.UK Traineeships GOV.UK Internships

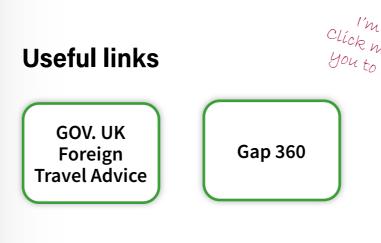


### **Gap Years**

Taking a year out after school can be beneficial, certainly in terms of the skills and experiences that can be developed, but students will need to determine whether it's the right choice for them.

#### What does a gap year involve?

Traditionally, this is a year spent travelling overseas, but it needn't focus exclusively on that. Volunteering and work experience can also be incorporated and inform your child's likes and dislikes, as well as giving them valuable first-hand experience in a variety of areas they may not have had chance to try out. Gap years don't have to be expensive, and if finances are tight, your child can self fund their travels by getting a job first.



#### Is a gap year the right choice?

For students considering taking a year out after school, it's important they spend some time identifying what it is they want to achieve. Gap years can be an excellent choice for students wanting to gain news skills and experience, earn money, spend time deciding what career path they want to take or have a break from work and study.

However, for some a gap year can be distracting and, if not well-planned, could prove somewhat directionless, which is unlikely to be beneficial. Before committing to a gap year, make sure each student has clear goals to make their time out from work or study a productive and fulfilling one.

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## **Starting a business**

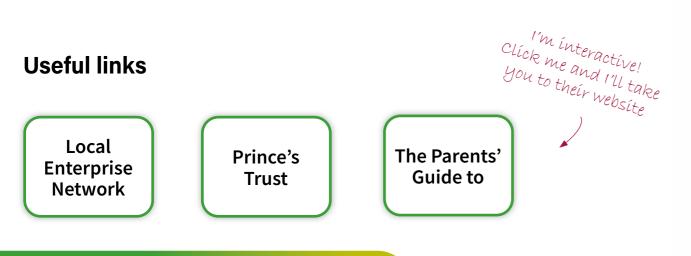
The impact of Covid 19 has reduced some job opportunities and it's harder than ever for young people to get jobs, especially students seeking part time work to fit around their studies. However, for those teenagers with an entrepreneurial flair, there are still ways that they can gain experience and perhaps even make money in the process.

If students have the enthusiasm and ability, starting a small business needn't be costly and could give them an edge over others when it comes to interviews. This doesn't mean full-time commitment – it's something they could fit around studies or focus on only during school holidays. If things go really well, they may even have the beginnings of a career working for themselves.

#### Developing transferable skills

We often mention transferable skills, and that's because they're desirable. Whether for further education opportunities or to fill job roles, interviewers are trying to ensure they take on someone who is the right fit. There may be a minimum standard of qualifications needed, but they'll also be looking for personality and skillset.

Transferable skills are vital in every business, irrespective of the industry. Is the candidate a great communicator, well-organized, able to work on their own initiative, responsive and innovative? Can they prove it? Starting their own business gives students first-hand experience that will teach them many skills that they wouldn't hone so quickly (or at all) through academic studies alone. It demonstrates they can apply their learning and character in real-life situations – and gives them a vehicle to prove their capabilities.



### Key transferable skills when starting a business

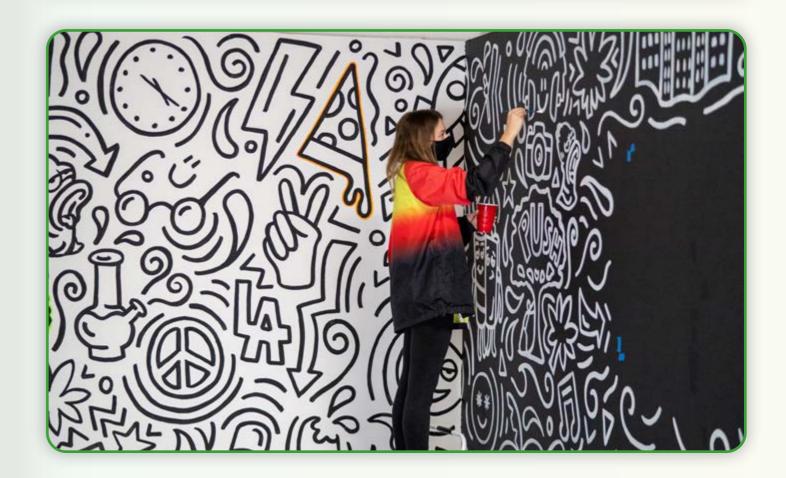
**Initiative** - having good ideas and acting upon them

#### Demonstrable experience -

working on real-life projects, not just theoretical scenarios

**Ability to communicate** – probably the most important, running their own business shows they can communicate well with clients and people they don't know, both verbally and in writing

**Teamwork** - collaborating with others to achieve positive outcomes Ability to meet deadlines – to produce high quality work within limited time-frames





**Listening** – being responsive to others' needs

**Leadership** - inspiring and motivating others (by getting clients or followers)

**Consistency** – delivering high quality on a regular basis

**Commitment and reliability** – even growing a small business requires dedication over a period of time

**Time management and balance** – crucial in successfully maintaining a business alongside their studies Problem solving -recognizing challenges and finding solutions



### Visit **The Parents' Guide to** website for more support and resources:

#### **Parent Guides**

Our range of interactive guides provide you with easy to follow advice, hyperlinks to reliable sources and the most up-to-date information.

### **Support articles**

Browse through our collection of online articles covering a range of topics from supporting your child with their revision to helping them apply to university through UCAS.

### Parent Q&A

Almost every parent has questions about their child's education. Read through answers to commonly asked questions or ask your own.

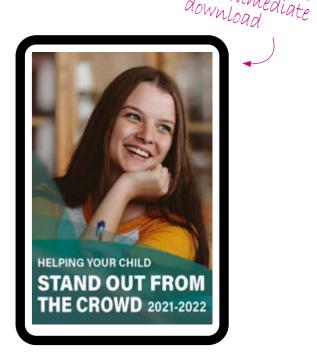
### Blog

Our blog provides reliable and timely advice and support to changes taking place across UK schools and colleges.

#### Parent newsletter

Sign up to our parent newsletter and receive free support, advice and resources on how you can help your teenage children straight to your inbox.

### www.theparentsguideto.co.uk/schools





# **The Parents' Guide to Study and exam revision**

Parents want their children to do well in their exams and it's not all down to what happens at school or college, homelife plays a crucial role. The Parents' Guide to Study and Exam Revision is full of practical advice that's easy to action:

- ✓ Keeping them healthy covering diet, sleep and screen time
- ✓ Providing the right homelife why setting a routine is vital
- ✓ Creating a helpful study space
- ✓ Ways to help them revise you can't revise for them, but you can help. We've provided different options to make facts easier to remember
- $\checkmark$  How to support them during exam time

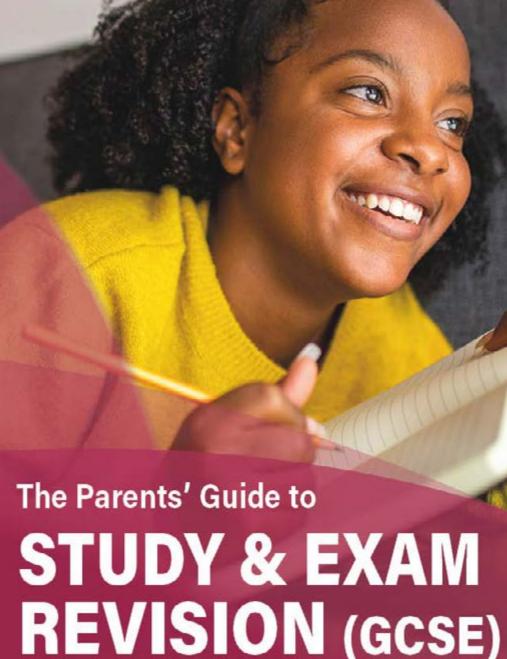
 $\checkmark$  How to help them with exam nerves and stress and protect their mental health

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# The Parents' Guide to NCTV 2022

In partnership with National Careers Week

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