

2021-22

Planning your future post-16



A guide for **young people**,
parents and **carers**

It all begins here

Year 11 can be both a very exciting time and a very stressful time. On top of finishing coursework and taking exams, you will have to make important choices about what you want to do next year. However you're not alone and there is plenty of support available to help you make your decisions. You may find it helpful to share the information in this booklet with your parent or carer.

Due to the Covid-19 pandemic, many students were not able to attend school from the end of March to the end of the summer term, following earlier disruption in the summer term of 2020. Added to this, at the time of writing, arrangements for GCSE and other examinations in 2022 have not yet been confirmed, although there are indications that information about topics / areas to be covered will be provided in advance. This means that you may find yourself in an uncertain situation – we want to support you through this difficult period and help you progress successfully to your next stage.

This booklet sets out:

- The right starting point
- Making choices
- Staying on in full-time education: Courses and qualifications, Providers in York and Other options and financial support
- Apprenticeships and Traineeships
- What about the future? Employment and the job market
- What about the future? Thinking about Higher Education?
- General education / in-year provision
- Institute of Technology
- Doing more, going further: Volunteering
- Further support
- Lifelong learning

York has a wide range of high quality options available for all young people, at all levels. Whatever you are doing now, there is a route for you to follow in 2022–23. This booklet gives initial information and tells you where to find out more.

Participation in education and training after year 11

Current legislation sets out an aspiration that you will continue in education or training until at least your 18th birthday (throughout Year 12 and into Year 13). This will allow you to gain skills and qualifications that help you to progress to higher education, work and adult life; enabling you to succeed in the fast changing, modern world.

The right starting point

▶ The September guarantee

It is very important that all young people are able to access education or training. To bring this about, schools work with the Local Authority to guarantee that every 16 year old school leaver will have an appropriate offer of education/training by the end of September after they finish Year 11.

If you find that you are not placed on a full-time course, or in employment with training, there are still some shorter programmes available to help you progress into full-time education, employment or training (see pages [22–23](#)).

Whatever you are thinking of doing, it's important to look at all the options. Information about how to apply is available on school and college websites and in prospectuses. When you have decided on your preferred pathway, you can make applications to post-16 providers such as sixth forms, colleges, employers or apprenticeship training providers. Your school will be able to provide you with full information.

Options after Year 11: a summary

1. Full-time education at school, college or with a training provider

- AS and A Levels (Level 3)
- An Applied General Qualification (including BTECs and other Diplomas) or Tech Level (Level 3)
- T Levels (a new range of employment sector based qualifications) (Level 3)
- Other vocational and general qualifications (Entry Level, Level 1 and Level 2)

2. Apprenticeships and Traineeships

- Apprenticeship training (Level 2–3) combined with a job, with progression opportunities post-18
- Traineeships (Level 2 and below), which prepare young people for an apprenticeship, employment or further education and training. They consist of substantial work experience and learning in English, mathematics and employability skills

These are the two routes followed by most young people. A third option is also possible:

3. A flexible package of working and participation

- Participation in education and training, combined with options such as volunteering and paid work

Making choices

► Qualification levels

The level of the programme that you will be able to start will depend on what qualifications you already have, or are expecting to achieve by the time you move on from Year 11. GCSEs are now graded using a numbered scale from 9 (high) to 1 (low).

The information in this booklet applies to you if you're finishing Year 11 in 2022 and moving into post-16 education and training in September of that year.

Currently, if you are not awarded a GCSE at grade 4 (standard pass) or higher in English or mathematics, those subjects will be included in your next course or training programme, however final arrangements for post-16 study of English and mathematics in academic year 2021-22 will not be known until well into 2021.

Foundation Learning (Entry Level and Level 1 – below GCSE grade 4)

Foundation Learning provides a personalised programme of qualifications and experiences at Entry Level or Level 1. There are no formal entry requirements and programmes are designed to support you to progress towards your next goal, whether that's further education, a traineeship or apprenticeship, supported employment or independent living.

Intermediate (Level 2 – equivalent to GCSE grade 4)

Entry requirements can vary, but are likely to include either a Level 1 qualification or some GCSEs at grade 3. Most courses are vocational, such as BTECs and other Diplomas. You can also re-sit GCSEs, study to gain extra ones, or pursue a traineeship or intermediate apprenticeship. Courses usually take up to one year to complete.

Advanced (Level 3 – equivalent to A Level)

Options include A Levels, Tech Levels and Applied General qualifications (including BTECs and other Diplomas), new qualifications called T Levels and advanced apprenticeships. You will usually need at least four GCSEs at grade 4 or higher (often including English and mathematics, with specific higher grades in related qualifications); or an Intermediate Level qualification. Advanced Level programmes usually take two years to complete.



▶ Helping you to decide

This is an important time in your life and there are many options to consider. When making choices, it's important to have as much information as possible to make an informed decision. A good decision could improve your motivation, provide the foundation for positive results and enhance your opportunities for progression.

You can help by:

- **Finding out** information regarding all the option choices from events, websites and literature.
- **Make sure** you have the opportunity to attend taster days with post-16 providers. This is especially important if you are considering picking up a subject you have not studied at GCSE.
- **Ensure** that you understand the different qualifications, levels and pathways available.
- **Talk** to your teachers about the Careers Education, Information, Advice and Guidance programme in your school which can support you to make successful transition choices.
- **Have a chat** with your parents/carers about what you enjoy, what you are good at, what motivates you to learn, the environment you want to be in and your preferred learning style.
- **Think** independently about your choice, not about what your friends are doing.

Staying on in full-time education:

Courses and qualifications

All courses below are classed as full time, made up of qualifications, tutorial, work experience and other support activities, however this may not require attending classes five days a week.

▶ AS and A Levels (Level 3)

These are one of the main routes into higher education, but they are also useful if you want to progress straight into employment. They are available in a wide range of subjects - over 80 different AS and A Levels are on offer in York. Courses tend to focus on academic study with subjects ranging from history, mathematics and sciences to more applied subjects such as business, media studies and information technology. Please note AS Levels are only available at York College.

AS and A Levels are totally separate qualifications. You can take an AS Level exam after one year and achieve a qualification. This AS Level grade does not contribute to your final A Level grade and the A Level exam also tests the material covered in the AS Level course. AS Levels have no coursework components and A Levels have coursework only where assessment cannot be carried out through an end of course exam. Different institutions have their own policies on AS Levels. If you take an A Level in a particular subject over two years you will not necessarily take an AS Level in that subject at the end of the first year. You should check at the institutions you are interested in to be clear about their policies.



▶ Applied General Qualification or Tech-level (Level 3)

If you are wishing to continue your education at advance level through applied learning, an Applied General Qualification (including BTECs and other Diplomas) could be right for you. They help you to develop transferable knowledge and skills and will meet entry requirements for a range of higher education courses. They can also enable entry to employment or an apprenticeship.

If you are wanting to specialise in a technical occupation or occupational group, Tech-levels equip you with specialist knowledge and skills, enabling entry to employment or an apprenticeship in that occupational area or progression to a related further or higher education course.

▶ Other Vocational Qualifications (Levels 1–3)

On courses for other vocational qualifications (such as BTECs or NVQs) you would undertake practical, work-related tasks designed to develop the skills and knowledge to do a particular job effectively. You could gain these at college, while working, or during an apprenticeship (see pages [13](#) to [15](#)).

The qualifications are assessed by a mix of practical assignments, building up a portfolio of evidence and external assessments (exams). There is no fixed duration, but it usually takes one year to complete a qualification at Level 1 or 2. At Level 3, programmes are flexible and qualifications can be achieved at the end of both the first and second year.

▶ T Levels (Level 3)

T Levels are new qualifications introduced in September 2020 which are equivalent to three A Levels. They provide a mixture of classroom learning and an industry placement of at least 45 days as a route into employment, further study or a higher apprenticeship. From September 2022, courses in the employment sectors of construction, digital, education & childcare and health will be available through a limited number of institutions including York College and Bishop Burton College (there is a daily bus service to and from York). For more information go to tlevels.gov.uk.

▶ Foundation Learning (Entry level – Level 1)

If you are not quite ready for a larger vocational course or to go straight into an apprenticeship, foundation learning could be an option. It is an individual programme, to help you focus on your own specific needs, e.g. personal and social skills, confidence building, reading, writing and numeracy. Programmes include vocational learning and the duration depends on your individual needs, aims and goals.

Staying on in full-time education:

Providers in York

▶ All Saints School

Mill Mount • York • YO24 1BJ

allsaints.york.sch.uk

Contact the Sixth Form directly on **01904 545206**
or 6fadmin@allsaints.york.sch.uk

A range of A Level and other Level 3 qualifications

Open evening 2021: **Mon 8 November**



▶ Applefields School

Bad Bargain Lane • York • YO31 0LW

Applefieldsschool.co.uk • **01904 553900**

Qualifications and awards appropriate to individual
needs for those students with an EHCP, including
ASDAN awards and AQA units

For information on admissions and visits please
contact the number above



▶ Archbishop Holgate's School

Hull Road • York • YO10 5ZA

archbishopholgates.org • **01904 411341**

A range of courses including A Levels, BTECs and
work-related learning

Open evening 2021: **Tues 2 November**; see website
for more info about open evening and taster days



▶ Askham Bryan College

Askham Bryan • York • YO23 3FR

askham-bryan.ac.uk • **01904 772277**

Vocational study programmes and apprenticeships
linked to outdoor careers and land-based industries

Open events 2021-22: **Tues 12 Oct, Sat 13 Nov, Sat 29
Jan, Sat 12 Mar, Sat 2 Apr, Tues 10 May, Tues 28 Jun.**

See website for timings and more information



▶ Fulford School

Fulfordgate • York • YO10 4FY
fulford.york.sch.uk • 01904 666406
sixthform@fulford.york.sch.uk

A range of A Levels and Level 3 qualifications
Open evening 2021: Wed 10 November



▶ Huntington School

Huntington Road • Huntington • York • YO32 9WT
huntingtonschool.co.uk • 01904 752100

A range of A Levels and Level 3 qualifications
Open evening 2021: Thu 4 November
See the website for information about our taster days



▶ Joseph Rowntree School

Haxby Road • New Earswick • York • YO32 4BZ
josephrowntree.co.uk • 01904 552157

A range of A Levels and a small number of vocational courses, including BTECs
Open evening 2021: Thu 11 November



▶ York College

Sim Balk Lane • York • YO23 2BB
yorkcollege.ac.uk • 01904 770770

A wide range of AS and A Levels, vocational courses and apprenticeship programmes
Open events 2021-22: Thu 14 Oct, Mon 1 Nov, Sat 20 Nov, Tue 15 Feb, Wed 22 Jun.
See website for timings and more information



Schools and colleges will announce arrangements for open evening events in good time; please keep an eye on their websites for details. During 2020-21 it was not possible for students and families to attend in person due to the Covid-19 related restrictions. It is hoped that there will be more opportunities to visit schools and colleges in 2021-22 but they will continue to provide information and support online.

Similarly, it was not possible to run the usual programme of taster days in January 2021. Again, it is hoped that this will be possible in January 2022 but schools and colleges will work together to provide a full range of support for students at that time to help inform their decisions about applying for places, which is usually done in the spring term.

Staying on in full-time education:

Other options and financial support

▶ Independent Schools

A range of A Levels are also available from these independent (fee paying) schools in York:

- **Bootham School** Bootham • York • YO30 7BU • 01904 623261
 - boothamschool.com
- **St. Peter's School** Clifton • York • YO30 6AB • 01904 527300
 - stpetersyork.org.uk
- **The Mount School (girls only)** Dalton Terrace • York • YO24 4DD • 01904 667500
 - mountschoolyork.co.uk

▶ Special Educational Needs

The Local Offer for York is available on the YorOK website (yor-ok.org.uk/localoffer). It provides information for parents, carers and young people with special educational needs/disabled young people. This includes information on what's happening in York, support, advice, health services, social and leisure activities and growing up and leaving school. There are also links to services and providers available to support young people and their families in their important steps towards adulthood.

Young people with special educational needs/disabled young people may have a My Support Plan or an Education, Health and Care Plan (EHCP).

Many young people will have their needs met through the SEN Support from a 'My Support Plan', which enables a coordinated multi-agency approach to assessing, planning and providing provision and to reviewing progress the young person makes. Some young people will have an existing 'My Support Plan' from their school. Some may need one once they start college or post school provision if they need additional support.

If a young person has complex educational needs which cannot be met through standard funding arrangements, they may need an EHCP. A request can be made for a plan with evidence of their needs, their progress and information about existing support. This is usually made by the school, college or training provider. A panel decides if the young person's needs meet the criteria for an assessment and an EHCP.

The My Support Plans and EHCPs contain information about the provision needed and also the outcomes it is intended to achieve. Plans have a broader focus on areas such as transition to adulthood, developing and maintaining friendships and becoming independent. An EHCP can be used for young people with complex, high needs up to the age of 25, if they are still in education and training. Plans are reviewed at least annually to ensure information is current and to plan next steps towards their agreed outcomes.

▶ 16–19 Bursary Fund & 16–24 apprenticeship grant for care leavers

Depending on your family circumstances and what you choose to do, there may be extra financial support to help you continue in full-time education and other training programmes.

Young people who may need some financial support to help stay in publicly funded education or training after 16 through to the age of 19 can apply to their intended school sixth form, college or training provider for support from the 16–19 Bursary Fund:

- Those most in need could be eligible for a bursary of £1,200 a year. These include young people in care, care leavers, young people receiving income support (or Universal Credit in their own name) and disabled young people receiving both Employment Support Allowance (or Universal Credit in their own right) and Disability Living Allowance (or Personal Independence Payment).
- Care leavers aged 16–24 will receive a £1,000 bursary payment if they choose to do an apprenticeship.
- Other students facing financial difficulties may also be able to apply for a bursary to help with costs of transport, equipment or other participation and/or course-related costs. Awards are made to individual students on a case-by-case basis according to assessed need and funding availability.

Your provider will decide how you get your bursary. You might be paid in full or in instalments, or more typically payments are made ‘in kind’ for travel passes, free meals and/or to pay for books.

▶ Care to Learn

If you are the main parent/carer for your child and under 20 years old at the time you start your course, Care to Learn provides financial support which can be used to help pay for childcare, place holding over summer and related travel costs while you remain in learning.

Care to Learn is available for a variety of courses, full and part-time and is paid direct to the Ofsted registered childminder or nursery. Payments for your travel expenses are made to the education provider who will either reimburse you or make arrangements for your travel. More details on this scheme will be available from the intended school sixth form, college or training provider.

▶ Child Benefit and Child Tax Credits

If you continue in education, your parents/carers should be able to continue claiming Child Benefit and any Child Tax Credits that they are entitled to until you turn 20. If you leave education but return before your 19th birthday, they can start claiming again until you turn 20. If you are already 19, you need to have either started the course or been enrolled or accepted on it by your 19th birthday.

▶ Help with transport

There are various schemes to help with the cost of your transport to college or sixth form, provided certain conditions are met.

If your family is on a low income and you live over three miles from the institution, you may be entitled to a free bus pass. You may also apply for assistance as an independent student without regard to parent/carers' income according to set criteria. Students with any special needs that require assistance with transport will be assessed on an individual basis.

For full information and an application form, visit tinyurl.com/helpwithtransport. Individual institutions may also be able to provide help with transport. See their websites and literature for further information.

▶ Free meals

The free meals entitlement covers school sixth forms, colleges and some other post-16 provision. To be eligible, a young person needs to have an EHCP, or meet criteria relating to receipt of benefits. Please speak to your school, college or training provider for further details.

▶ Other support and help

There are different sources of support available. Go to yor-ok.org.uk/young-people for more information. Please also see pages [27](#) and [29](#) of this guide.

Apprenticeships and Traineeships

▶ Apprenticeships (Level 2 and above)

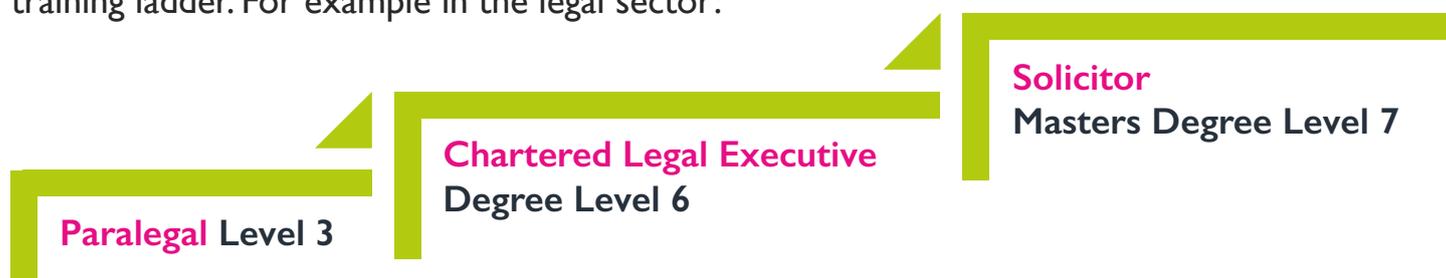
An apprenticeship is a contracted, paid job with on-going training.

You work alongside experienced staff, gain job-specific skills, earn a wage and get holiday and other entitlements. You would also benefit from 'off-the-job' training that improves your skills, knowledge and behaviours to perform better in your role. It is far more normal now that the 'off-the-job' support is given whilst still being in the employer's workplace, rather than day release to a college or training centre. The apprenticeship route often leads to further progression in employment or to higher or university education, again whilst employed.

Apprentices usually start at Level 2 or 3 (equivalent to GCSE or A Level) and could continue onto Level 4 or 5 (foundation degree level) and in some cases, up to Level 6 or 7 (Bachelor's or Master's degree level).

Levels of Apprenticeships			
Intermediate Level 2	Advanced Level 3	Higher Levels 4 - 5	Degree Levels 6 - 7
Broadly equivalent to GCSEs	Broadly equivalent to A Levels	Broadly equivalent to Foundation Degree level	Moving on to Degree and Master equivalent qualifications
A minimum of 12 months	Average of 18 months	Average of 24 months	Average of 24 – 48 months

You might have to start at a lower level apprenticeship straight from school and climb the training ladder. For example in the legal sector:



Progression within a large variety of different sectors will also be available, for example in engineering and construction, and in all sectors for Supervision and Management.

Apprentices are usually employed on a full time contract (30 hours or more per week), although it may be possible to do on a part time basis and this will therefore be spread over a longer time period. After 12 months of employment, all apprentices must be paid at least the national minimum wage that is relevant for their age.

Apprentices and employers are supported by a training provider (some details on page 15), who deliver full support across all skills, knowledge and behaviours required for the apprenticeship programme. There are several ways to receive training: day release at college or training centre, block placements or visits to the workplace by the training provider. Apprentices usually now complete an online portfolio, and most apprenticeships include formal assessments, qualifications and an end point assessment of examinations, tests or submission of projects evidence.

City of York Council's 'York Apprenticeship Hub' can provide more information and support, including the latest apprenticeship vacancies and recruitment events. For more information go to york.gov.uk/yorkapprenticeships or email york.apprenticeships@york.gov.uk

To search and apply for vacancies, go to gov.uk/apply-apprenticeship
Use this site to identify other and all training providers from the vacancies.

For construction vacancies, go to citb.co.uk/courses-and-qualifications/citb-apprenticeships/become-a-citb-apprentice

Five top tips on applying for an apprenticeship:

- Show a **genuine interest** in the position you are applying for.
- Read the job description **carefully**. Your answers to questions should link in with the key elements of the apprenticeship.
- Do your **research** and demonstrate that you know about the company and the sector of employment, and any current aspects of that sector.
- Tailor your answers to the **job description**. Use examples from work experience, school or college studies, volunteering or hobbies that highlight existing transferable skills, knowledge and behaviours.
- Ensure you use **spell check** and use a professional and sensible email address.

Amazing Apprenticeships produce a monthly Apprenticeship Parents' Pack:
amazingapprenticeships.com/parents

▶ **Traineeships (progression to Level 2)**

A Traineeship is a programme ranging from 6 weeks to a maximum of 1 year of work experience, English and mathematics and general skills for employability and life.

It is aimed at young people who have not achieved English or mathematics GCSE grade 4-9 or Functional Skills Level 2 in Year 11 and who, with additional short term development and support, could move into an apprenticeship or start another type of vocational course. Check training provider websites to see if they offer Traineeships.

For more information go to gov.uk/find-traineeship

▶ Training providers in York

Not all apprenticeship jobs are advertised on the gov.uk website. This may be because employers recruit directly or by working with their preferred training provider to identify candidates. It is worth approaching employers you are interested in and checking their websites and social media posts throughout the year. In addition you can contact training providers directly, as they may be aware of apprenticeship opportunities with employers that they are supporting. We know of times when employers were not considering an apprentice, but changed their minds when presented with a great candidate.

By signing up with up with a training provider, they will offer advice and guidance when searching for an apprenticeship. If you have been unsuccessful passing your English and mathematics at GCSE, then training providers will support you to complete your Functional Skills qualifications. This is a selection of some of the training providers who work with employers within, and around York:

Askham Bryan College

askham-bryan.ac.uk

Babcock

babcocktraining.com

Babington

babington.co.uk

Bishop Burton College*

bishopburton.ac.uk

CITB

citb.co.uk/courses-and-qualifications/citb-apprenticeships/become-a-citb-apprentice

CMS Vocational

cmsvoc.co.uk

Craven College

craven-college.ac.uk

Derwent Training

derwenttraining.co.uk

East Riding College*

eastridingcollege.ac.uk

Estio

estio.co.uk

GKA

gkapprenticeships.com

HIT Training

hittraining.co.uk

JTL

jtltraining.com

Leeds College of Building

lcb.ac.uk

Lifetime Training

lifetimetraining.co.uk

North Lancs Training Group

nltg.co.uk

Northern Skills Group

northernskills.co.uk

Selby College

selby.ac.uk

The Skills Network

theskillsnetwork.com

York College

yorkcollege.ac.uk

York Learning

yorklearning.org.uk

**Run a daily bus from York*

What about the future?

Employment and the job market

People with the skills and qualifications that businesses need are generally better paid and have more job options. Continuing in education and training helps you to develop these skills, gain qualifications and get ready for the world of work. This includes going straight into an apprenticeship or job with training between the ages of 16 and 18. An apprenticeship is a job with training, which leads to a recognised qualification and often a clear route to progress a career. Any employer should support and encourage access to training.

▶ The local picture

As York recovers from the impact of Covid-19, the number and types of jobs available are changing. It's likely you'll know people who have changed job, the hours they work or which company they work for during the past 18 months.

A key change is that more people now work from home, rather than going to an office. However, many roles still rely and thrive on people delivering a personal service such as in health & social care, education, retail, logistics and hospitality. Many science, technology, engineering and mathematics (STEM) roles also require employees to use manufacturing, engineering and laboratory equipment at designated sites.

The jobs market in York remains competitive; as well as young people leaving school, college and university, more people are looking to change jobs or return to work. This means that personal qualities such as adaptability, a willingness to learn and resilience are more important than ever.

Whilst it's good to have a clear idea of next steps, you may have no firm career plans in Year 11. So, now's the time for you to think about developing the transferable and technical skills that employers need. With the fast pace of change in business and industry today, they will need to put themselves in the best position to meet the needs of employers now and in the future.

Employers, across all sectors, value basic literacy, numeracy and digital skills, along with transferable skills such as self-management. In terms of key skills that employers are looking for, they can be broken down into two categories: **baseline skills** and **specialist skills**.

The most sought after **baseline skills** are as follows (in order of demand):

- Communication skills
- Organisational skills
- Planning
- Attention to detail
- Microsoft Excel
- Research
- Creativity
- Problem solving
- Writing
- Building effective relationships
- Leadership

Whereas the most sought after **specialised skills** are as follows (in order of demand):

- Customer service
- Teaching
- Teamwork/collaboration
- Sales
- Budgeting
- Accounting
- Project management
- Supporting people with mental health conditions
- Key performance indicators (KPIs)
- Cleaning
- Staff management

► So, when deciding to live and work in York, you'll need to know about

Local employers

York has some big employers in the city but most are small to medium sized companies (with fewer than 250 employees). Self-employment and starting your own business is also a real possibility, but it's important for you to understand the sector you wish to operate within and who your customers will be.

Job opportunities

Current predictions are that the biggest growth in job opportunities in York will be for those people whose qualifications are Level 3 or above, which is equivalent to A Levels, T Levels and applied general qualifications, diplomas or advanced apprenticeships. This means that those who continue to study or train beyond the age of 18 or 19 should be in a stronger position. This could be at a university or other higher education institution, through a higher/degree level apprenticeship, or by gaining professional qualifications while working.

Employment Sectors in York

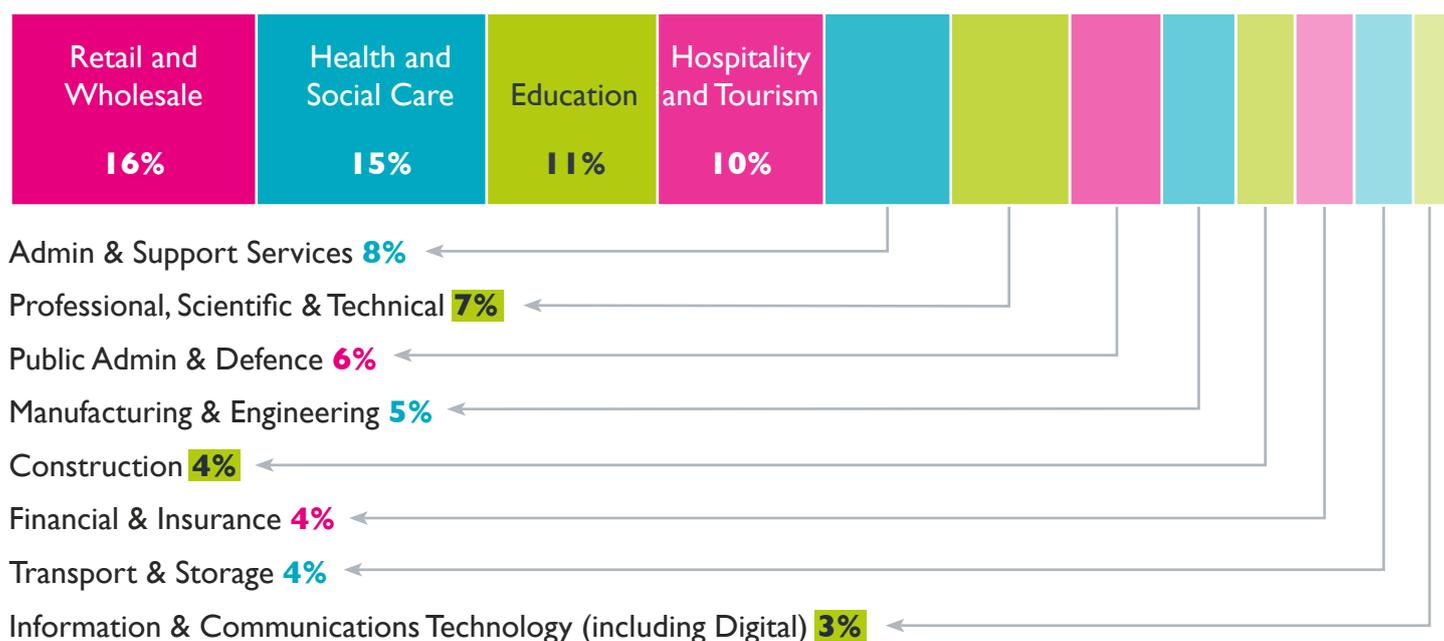
York has a number of different employment sectors which include a wide range of different jobs and occupations. Whilst each sector has its own specialist occupations (see the table below), businesses in all sectors need people who work in finance, IT, marketing, legal and other areas.

Some examples of specialist occupations in key employment sectors:

Employment Sector	Examples of Jobs
Construction	Joiners and Surveyors
Early Years	Early Years Specialist Teacher
Health and Social Care	Care Workers and Counsellors
IT & Digital	Cyber Security Technicians and Software QA
Tourism, Hospitality and Retail	Head Chefs and Logistics Managers
Engineering (inc food manufacturing, rail and road transport)	Engineer, Food Production Operatives and Rail Signalling Engineers
Creative and Communications	Graphic Designers and UX Developers
Heritage	Digital Preservation/Archivists and Stone Masons
Agritech, bioeconomy and life sciences	Microbiologists, Research and Laboratory Technicians

It's important to be aware of the key employment sectors in York and consider the progression opportunities an entry-level role may offer. For instance, building a career within the hospitality sector could lead to a national or international management role.

How employment is made up in York:



What does 'green' mean?

You may have heard about 'green jobs' and green skills' but are uncertain what the difference is or how important they are for working in York.

A 'Green Job' is employment in an activity that contributes to our net zero emissions target and other environmental goals, such as nature restoration and mitigation against climate risks. Examples include renewable energy generation, woodland creation and flood defence.

Did you know?

In York, we have an ambition to be a net zero carbon city by 2030. We all have a part to play and this includes developing green skills.

'Green skills' are needed in a variety of roles and across different sectors. Increasingly employers in York are looking for people with skills such as innovation, adaptability and resilience to help them make their business activities more environmentally friendly.

Technical green skills are also being sought in areas such as construction and transport. For instance, plumbers and electricians will need to know how to fit environmentally friendly 'air source heat pumps' and car mechanics will be needed to fix electric as well as petrol cars.

At the same time, new technologies continue to change the world around us and it's possible that the job you'll be doing in 20 years' time doesn't yet exist! So, like today's plumbers and car mechanics, you'll need to be prepared to learn new skills along the way.

The message is: you need to make the most of school, college or training and gain the most appropriate skills and qualifications to help you take your next steps.

You might also find the following information sources useful:

- To search for general employment opportunities go to [jobhelp.campaign.gov.uk](https://www.jobhelp.campaign.gov.uk)
- For apprenticeships go to york.gov.uk/yorkapprenticeships or [gov.uk/apply-apprenticeship](https://www.gov.uk/apply-apprenticeship) to search and apply
- [Futuregoals.co.uk](https://www.futuregoals.co.uk) is a website that provides inspiration and support to help people of all ages choose their career paths, give them the right skills and experience to start work or change career and provide vital links between education and employers. There is also a section that helps find out about interests, values and skills at [futuregoals.co.uk/remote](https://www.futuregoals.co.uk/remote) (under 'Create it!')
- The Shape your Future York & North Yorkshire booklet provides information about the key local employment sectors, qualifications and pathways, the importance of skills and making successful applications. All schools will have a small supply and there is electronic access at [education.theopportunitycentre.com/resources](https://www.education.theopportunitycentre.com/resources)

What about the future?

Thinking about Higher Education?

You can progress to higher education (HE) with a range of qualifications, including A Levels, BTECs, diplomas and apprenticeships.

Local universities and colleges support a range of activities to promote access to HE. Generally, total earnings over a lifetime are higher for graduates than those without HE qualifications and there are many other positive experiences and benefits to be gained from studying at a university or college. If you know the type of job you would like to do after studying, look at job adverts and applications to see if they ask for particular qualifications.

It is also possible to apply for deferred entry onto HE courses, which allows you to secure your place on a course whilst you gain valuable work experience or travel.

▶ Studying in York

York has two universities (the University of York and York St John University) and two colleges (Askham Bryan College and York College). All institutions offer a wide range of HE courses, both academic and work-based, including degree-level apprenticeships and foundation degrees. Further afield, there are around 400 providers across the country offering over 50,000 courses (see UCAS details on pages [21](#) and [29](#)), so there should be a course to meet any interest.

It is important to recognise that some courses ask for particular A Levels or other qualifications. Teachers and advisers at schools will be able to tell you which subjects may be useful when picking options for HE or visit informedchoices.ac.uk. Information about entry requirements for courses is available through university and college prospectuses and websites.

▶ Costs and financial support

Universities and other HE providers in England can charge up to £9,250 per year (in 2021-22). No fees are paid up front and fee and maintenance loans are available depending on your financial situation. Graduates do not start repaying these loans until they are earning at least £27,295 per year. The rate of repayment is 9% of their earnings over £27,295 and loans are written off after 30 years no matter how much is paid off.

In addition to applying for loans to cover tuition fees and living costs, there is a range of scholarships and bursaries available.

Disabled Students' Allowance (DSA) is available to support HE students with a range of difficulties and conditions. Allowances and support available through DSA are tailored to individual needs through a personal DSA Needs Assessment. Assessments can be carried out locally to where you live or plan to study. There are two DSA Assessment Centres in York - see [page 21](#) for details.

Higher Education: where to find out more

- Universities and colleges in York offer a range of opportunities. To find out more about when Open Days are being held please check on the following websites:
 - York St John University: yorksja.ac.uk/opendays (places must be booked online)
 - University of York: york.ac.uk/openday (places must be booked online)
 - Askham Bryan College: askham-bryan.ac.uk
 - York College: yorkcollege.ac.uk
- For Disabled Student's Allowances Assessment Centres, go to:
 - Higher York Access Centre: yorksja.ac.uk/access-centre
 - Aim Assessments: aimassessments.co.uk
- For information on financial support, including a simple calculator, go to gov.uk/student-finance
- For further information about making repayments visit gov.uk/repaying-your-student-loan
- For general information and advice on university and degree apprenticeships:
 - ucas.com (the official website to apply for Higher Education and to search for degree apprenticeships)
 - discoveruni.gov.uk (advice and guidance on university)
 - whatuni.com (advice and guidance on university)
 - theuniguide.co.uk (information and advice on university; includes advice on GCSE and A Level choices and implications for higher education.)



General education / in-year provision

▶ York College

The college offers a variety of provision with start dates across the year. Entry requirements vary by the level of the course; please contact Martin Halliday on **01904 770455** or email latestarts@yorkcollege.ac.uk (email contact is the preferred option). The college's offer for 2021-22 is set out below.

September 2021

Level 3 Extended Project Qualification: This involves working towards an Extended Project Qualification, NOCN Employment, Training and Personal Development Qualification and developing academic skills supporting progression to university. (Requires a GCSE 4 or above in English language).

October 2021

Level 2 Vocational Studies (work programme): This Level 2 programme is based around employment, training and personal development and is delivered in conjunction with a structured weekly 1 day placement option (available from January 2022). The course is designed to help with key employability skill development, self-confidence, whilst also focusing on English and mathematics if you have not secured a 4 or above at GCSE. (3 days a week).

Level 2/3 Certificate in Employability: Based at The Parish House in Acomb. If you feel you will struggle to engage in a college environment or would like a different way of working, this course builds self-confidence and personal, social and employability skills.

November 2021

Extended Project Qualification: This involves working towards an Extended Project Qualification, NOCN Employment, Training and Personal Development Qualification and developing academic skills supporting progression to university. (Requires a GCSE 4 or above in English language).

January 2022

In January 2022 it is York College's intention that they will be offering a generic programme over 2 days in General Education, allowing the possibility of a carousel of activities to infill into your chosen curriculum area of choice for the 3rd day.

► Askham Bryan College

Entry 1 - 3.5 Practical Countryside Skills

Entry Level courses give a wide range of transferable skills giving a stepping stone to Level 1. The course is over three days per week with a mix of practical and theory sessions covering Horticulture, Farm Animals and Animal Care.

Level 1 Pathways

A progression from E3.5 or an alternative route into education if you have no formal qualifications. The pathways are theory and practical based which develop skills for one of the key pathways: Horse Care, Agriculture, Horticulture and Animal Care which give a stepping stone to further education. You should have practical experiences in either of the four pathways offered.

Stepping Stone and Level 2 Pathways

Studying for a minimum of 3 days per week, this will broaden your vocational skills, develop your ability to study independently, explore career routes, boost confidence and much more before you move onto a higher level of study (Entry 1/Level 2).

Prince's Trust TEAM Programme (12 weeks, 3 start dates a year)

Challenges you to develop self-confidence, interpersonal and employability skills. It includes a one-week residential and a two-week work placement and gives you the chance to contribute through community projects. Completers get support to find work, become self-employed or progress to further study.

Flexible Learning Programmes

This course runs from 8-12 weeks, 2 days a week, covering employability, health & safety, first aid, horticulture, animal care and horse care. Available around the Yorkshire region to anyone claiming work related benefits aged over 16.

For more information about the courses above or on taster day events, visit askham-bryan.ac.uk or contact the College on 01904 772277.

► York Learning

Routes2Success (age 16-19 or up to 25 with an EHCP)

Routes to Success is a supportive full time study programme for young people aged 16-19, or up to 25 with an EHCP. It aims to build on young people's personal and academic skills, supporting the transition to further education, training or work. Young people can study English and mathematics from Entry Level Functional skills to GCSE alongside a City & Guilds qualification in Employability Skills. The programme benefits young people who are not yet ready to access mainstream post 16 study and those who learn more effectively in a small group setting.



Follow us on Twitter:
@YorkHumberIOT

Find us on LinkedIn:
@YorksHumberIOT

Institute of Technology

The Yorkshire & Humber Institute of Technology is among a number of Institutes of Technology across the country designed to increase higher level technical skills.

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The institute delivers high quality, higher technical university-level qualifications such as HNCs, HNDs, Apprenticeships and Foundation Degrees with a focus on STEM (science, technology, engineering and mathematics) subjects.

The Institute is a collaborative partnership between a number of colleges, universities and employers in the region. Partners are working together to deliver and develop high quality higher-level curriculum in digital, engineering and manufacturing, construction and agri-tech subjects.

Specific courses include Engineering and Engineering Technologies, Manufacturing Technician, Computing and Digital Technologies, Cyber Security, Software Development, Computer Games Development, Precision Agriculture Technology, Agricultural Engineering, Construction and the Built Environment and many more.

Listed below are the partners in Yorkshire & Humber, each of which will deliver some of the courses listed above. Visit their websites and search the Higher Education courses for more information:

- Askham Bryan College: askham-bryan.ac.uk
- Bishop Burton College: bishopburton.ac.uk
- Craven College: craven-college.ac.uk
- East Riding College: eastridingcollege.ac.uk
- Scarborough TEC: carboroughtec.ac.uk
- Selby College: selby.ac.uk
- University of Hull: hull.ac.uk
- York College: yorkcollege.ac.uk
- York St John University: yorksja.ac.uk



Doing more, going further:

Volunteering

There are lots of opportunities across the city for you to try something new, develop your skills, enhance your CV, meet new people, have fun and give something back to your community. Your school will be able to advise on the opportunities available.

To find out more about how to get involved in volunteering, see [page 29](#).

The National Citizen Service (NCS) is a programme open to all 16 and 17 year olds in England. It helps you to build skills for work and life, while taking on new challenges and meeting new friends. NCS brings together young people from different backgrounds and helps develop greater confidence, self-awareness and responsibility. It encourages personal and social development by working on skills like leadership, teamwork and communication.

It runs in the summer and autumn and gives you an opportunity to spend a short period of time away from home and take part in a team project that will help local communities.

For further information go to wearencs.com or call 0800 197 8010



Further support

Your parent/carer should be involved in your decision-making process, however that doesn't mean they have to be experts. Schools have members of staff responsible for progression and transition, and advisers who can give advice on which pathway is most suitable.

▶ York Career Ready

This is a structured, employer led careers programme for sixth form students looking to stay local and enter the world of work upon completing sixth form. The aim is to increase their employability through a series of engagements with businesses and industry professionals, making a difference when it comes to finding employment, an apprenticeship or training. In 2021-22 we plan for all activities to be back face to face (Covid-19 dependant).

The programme includes:

- **Masterclasses:** delivered by employer volunteers on topics such as networking, communication, creating a professional social media presence and interview techniques.
- **Mentoring:** You would meet with your matched mentor for approx. 1 hour every month either at school or the workplace. Mentors help guide you through the programme whilst imparting their industry and/or personal experience of work.
- **Workplace Visits:** A series of site visits throughout the year, giving an opportunity for the employer volunteers to showcase their business whilst giving you an insight into possible career paths.
- **Work Placement:** This is the most transformative part of the programme. You would take part in a 1 week work placement over the summer or during half terms, allowing you to put your new skills into practice, work as a team – and learn the importance of turning up to work on time every day.

York Career Ready is facilitated in partnership between the Local Authority and the national charity Career Ready. It is funded by Career Ready and local employers.

For more information speak to your Head of Year 12 when you commence sixth form. In addition there is more information available at careerready.org.uk

▶ Accelerate

The Opportunity Centre - Aspire-igen

Accelerate is for young people aged 15-19 who are not in education, employment or training (NEET) or at risk of becoming NEET. For care leavers it is up to age 21 and young people with special educational need or disability those still at school age 19+.

A key support worker will ensure that the programme is tailored to your individual needs and activities will closely relate to your aspirations and interests.

The programme includes:

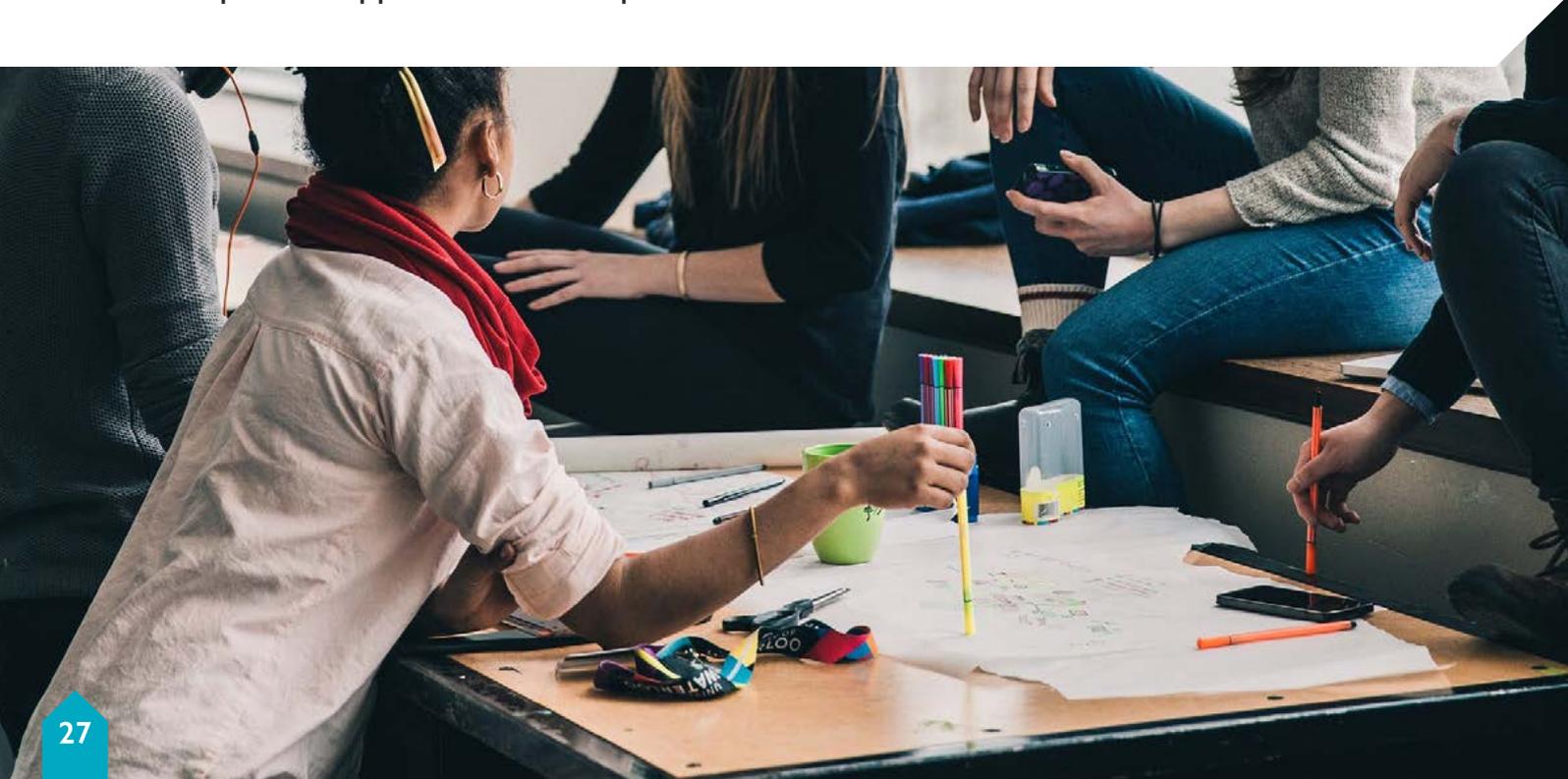
- Getting a qualification
- Work experience
- Employability skills including CV's, applications and interview techniques
- IAG to look at your next steps
- Key worker intensive support to help you succeed

Accelerate is funded by the European Social Fund and the Education & Skills Funding Agency (ESFA).

For further information go to theopportunitycentre.com or email: katie.rowland@theopportunitycentre.com

▶ Young people with additional needs

Each school is responsible for providing information, advice and guidance about future options to their students. If you have an education, health and care plan or if you are in care or in alternative education, Specialist Learning and Employment Advisers work with schools, colleges and a range of other providers to offer advice and support to help with the transition from school. This will include advice to support pathways to employment including apprenticeships, traineeships and supported internships.



Lifelong learning

Whilst thinking about your next steps, don't forget that lifelong learning includes your parents/ carers.

Lifelong learning can enhance our understanding of the world around us, provide us with more and better opportunities and improve our quality of life.

Here are eight reasons why you should always keep learning:

- Improve your self-confidence
- Fight boredom
- Keep your brain healthy and your mind sharp
- Learn practical life skills
- Model positive behaviour for your children
- Learn for leisure
- Sleep more soundly
- Stay healthy

York Learning provides part-time and full-time courses at a variety of venues, dates and times across the York area. Their range of courses is designed for learners aged 19+. York Learning also offer Foundation Learning Study Programmes for learners aged 16-19 (or up to 25 with an EHCP). Please see [page 23](#) for further details.

For more information and to access the latest Learning 4 Everyone brochure go to: york.gov.uk/AdultEducationCourses



On the web and on the phone

General help

gov.uk/browse/education/find-course

Information on education and training options, including apprenticeships

nationalcareersservice.direct.gov.uk

Phone: **0800 100 900**

Careers information and advice

careormap.co.uk

Up to date labour market information and career support on apprenticeships, courses and graduate programmes

successatschool.org

A national careers website for students aged 11-19, as well as their teachers, careers advisors, parents and other influencers

futuregoals.co.uk

Provides support (all ages) to help people choose their career paths, give them the right skills and experience to start work or change career and provide vital employer links

theopportunitycentre.com

Practical help, guidance and support about taking the steps towards learning and work

education.theopportunitycentre.com/resources

Up to date labour market information on local employment sectors

notgoingtouni.co.uk

Apply for national employment and training opportunities including apprenticeships

youthemployment.org.uk/category/careers-advice-for-parents/

Careers advice for parents

Apprenticeships

gov.uk/apply-apprenticeship

To search and apply for apprenticeships

York.gov.uk/yorkapprenticeships

Information on apprenticeships: how they work, how to apply and what opportunities are available

Amazingapprenticeships.com/parents

Monthly Parents' pack on apprenticeships

Traineeships

gov.uk/find-traineeship

Latest information on traineeships

T Levels

tlevels.gov.uk

Information for students and employers on the new T Level programme

Volunteering

wearencs.com Phone: **0800 197 8010**

National Citizen Service

do-it.org.uk

Search for volunteering opportunities locally, nationally and internationally

vinspired.com

Volunteering information for 14–25s

Employment issues

gov.uk/browse/working

Wide range of advice on employment and rights relating to it

tinyurl.com/Under18Workers

Employment rights information for young workers, from the TUC

Higher Education

ucas.com

Information about courses, institutions, tuition fees, application procedures and deadlines

gov.uk/student-finance

All aspects of student finance including an estimate calculator

officeforstudents.org.uk

Official website to help compare information on universities

theuniguide.co.uk

Information and advice on university; includes advice on GCSE and A Level choices and implications for higher education

parentadviser.co.uk

Advice for parents/carers about HE options

discoveruni.org.uk

Search and compare undergraduate courses in the UK



About this booklet

This booklet was written by City of York Council's Skills Team

We value your feedback. If you would like to share your thoughts about this publication or have any questions, please email skills@york.gov.uk

If you would like any additional information or would like to receive this information in an accessible format, for example an electronic copy, in large print, Braille, or on CD, please contact Beverley Wills, Skills Adviser:

email beverley.wills@york.gov.uk or telephone 01904 553008.

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