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Dear Parents

5th Form Careers Information, Advice and Guidance

During the course of the year all 5th form students will be making important decisions about their future and we shall be encouraging them to think carefully about their options this term so that they can make well informed decisions in the spring. There will be a programme of careers tutorials during the autumn term and every student will also be allocated **an individual 40 minute interview with a careers adviser**. We recognise that parents are keen to be involved in this process and the attached Careers Information Sheet and Action Plan are intended as a resource for both 5th year students and their parents to refer to at home.

Mrs Locke and I shall be working with form groups to ensure that students are aware of the full range of post 16 options and know how to research the courses and careers that these can lead on to using our excellent on-line resources. Mrs Tunstall, an external careers adviser, will also be visiting school regularly during the autumn term to provide independent advice and guidance including sessions for interested students on apprenticeships and college courses. There are lunch time 'drop ins' most days when students can speak to careers staff and browse our resources. In addition students can contact an external careers adviser through the National Careers Service. There is a link to this free service from our website <http://www.ripongrammar.co.uk/academic/careers> .

If there is a concern about achieving the entry requirements for Ripon Grammar School 6th form it is very important for students to have a suitable back-up plan in place. In order to keep their options open students can apply to more than one school or college and decide where to take up a place once the GCSE results are known. Parents are welcome to contact me for information or advice about this or any other career issues or to arrange to attend a careers appointment along with your son or daughter.

Careers staff will be available at the forthcoming parents evening on Wednesday 11 November and at the 6th form open evening on Monday 25 January. If you would like to discuss your son or daughter's career ideas or option choices please come and see us on those evenings.

Yours sincerely

Mrs F Wilson
Head of Careers Guidance