



3 September 2019

Dear Parents,

Careers Programme 2019-20

At Ripon Grammar School we recognise that an effective careers programme can help prepare young people for the opportunities, responsibilities and experiences that lie ahead. The Careers team comprises Mr Walker and myself, offering advice and guidance, education, work experience, events and enterprise activities across the school. In addition, Year 11 students will also benefit from individual careers appointments during the Autumn term, with an external and impartial Careers Adviser, Pete Soroczan.

The careers education programme is delivered within school across all year groups, through PSHCE, Tutor Groups, Enrichment and off-timetable events according to year groups, and a summary of activities is available on the website and within student planners. Students can arrange guidance appointments by e mail to lockej@ripongrammar.com or by dropping into the Careers Room, either to organise a specific time or just to chat informally and to use the available resources.

The next **Careers and Higher Education Evening** will be held on **Wednesday 4 March**. This is an annual themed event, with the aim of affording an insight for students into a greater breadth of career areas. **In 2020 the focus will be Science, Technology, Engineering, Maths and Sport**. The purpose of the event is to raise our students' awareness of the wide range of career and educational opportunities that lie ahead of them and to provide inspiration and ideas about ways which enable them to stand out from the crowd in future university or employment applications.

A **Study Abroad presentation** has also been organised on **Wednesday 11th March within Careers Club**, when students will be able to learn about the opportunities for study outside of the UK. We also hope to hold the very popular Study Abroad Roadshow once again in 2020 and will let students have further details nearer to the time

There are also a number of opportunities for business representatives to work with specific year groups. This term our Lower Sixth students will be given the chance of a **practice interview** in order to increase their confidence and to develop the skills needed in relation to gaining work experience during the forthcoming year. **Medical mini interviews** will additionally be offered on **Monday 18th November** for students interested in a career within the healthcare professions. A **Higher Education Evening** will also be held on **30 April 2020**, for both parents and Lower Sixth students to hear about the process and financial implications of applying to universities and colleges.

Careers Club meets monthly on Wednesday lunchtimes, when students from all year groups are invited to come along to informal presentations from guest speakers about a wide range of careers. Students will receive details of speakers through their Tutor Groups and are encouraged to take this opportunity to learn more about the diverse and extensive opportunities available to them.

4th Year students will be taking part in a work experience week commencing on Monday 18th May 2020. This is an excellent opportunity for students to experience the world of work, gain and improve their soft skills and to think about their future progression. Mr Walker will be guiding them through the application process and all students will have access to NYBEP's work experience database to search for suitable placements. If, as an employer, you might be able to offer one or more of our students a work placement please contact Mr Walker at school. **The deadline for students to confirm work placements with Mr Walker is Friday 14th February, with the exception of placements at Harrogate Hospital, for which applications need to be submitted by October 2019.**

Lower Sixth students will also be taking part in a work experience placement commencing on 6th July 2019. By this stage, students have a clearer picture as to which career path they wish to follow and therefore these placements are carefully matched with their career aspiration and progression. Again, students will be guided through the application process by Mr Walker and will have access to the NYBEP work experience database. **The deadline for students to confirm work placements with Mr Walker is Friday 3rd April 2019, with the October deadline for placements at Harrogate Hospital.**

In addition to work experience, there are a whole host of exciting and challenging work-related opportunities throughout the year. Students across 1st, 3rd, 4th, 5th years and Lower 6th will take part in annual enterprise events and workshops organised in conjunction with NYBEP.

4th Year students upwards have the opportunity to take part in the London Institute of Banking and Finance's Student Investor Challenge. This is an ideal way for students to gain an insight into the world of stocks and shares and there are some fantastic prizes to be won.

Lower Sixth students can take part in the Young Enterprise Company Programme. This is an excellent and very demanding opportunity for Economics and Business Studies students to run their own business. The school has been very successful, winning local and regional competitions over several years. Students interested in participating in this activity must be fully committed for the whole year.

Students in the Lower Sixth who are interested in Law can take part in the Bar Mock Trial. Together with other students in the region, students will take part in a mock trial at Leeds Combined Courts on Saturday November 2nd. A barrister will be in school to guide them through the legal process. In 2019, students qualified for the final which took place in Edinburgh. Interested students will be invited to audition for the various roles, more details to follow.

If any Lower Sixth students are considering accountancy as a future career, the school will be taking part in this year's ICEAW Accountancy Challenge. In previous year students have gone on to the UK final in Birmingham.

These are just a sample of the work related opportunities available already to our students. We are always actively seeking to develop further links with employers and representatives from businesses and other organisations and as and when they arise we will inform students. If you feel that you, or your organisation, would be able to contribute to our careers, work experience and enterprise programme, please complete the attached pro-forma or e-mail lockej@ripongrammar.com or walkerb@ripongrammar.com. Further information about our careers programme and links to useful careers and higher education related websites can be found on the careers pages of the school website.

Yours sincerely,

J. Locke



Jill Locke, Head of Careers and Bob Walker, Enterprise, Work Experience and Events Coordinator

Please tick as appropriate and return to Mrs Jill Locke/Mr Bob Walker, Careers Department

(For those parents who have offered to help previously, there is no need to complete, unless details below or offer of help has changed)

- My organisation may wish to participate in future careers evenings
- I, or a colleague may be able to help with practice interviews or medical mini interviews (please delete as appropriate)
- I would be willing to give a presentation / informal talk to Careers Club / run a workshop relating to my field of employment (please delete as appropriate)
- I would be willing to offer employer engagement activities within curricular areas (please specify subject area/s)
- My organisation may be able to offer a work experience placement to a suitable student
- I would be willing for a group of pupils and appropriate staff to visit my workplace
- Other (please give details)

Name.....

Parent of..... Form

Organisation.....

Job Role.....

Contact Details (please include email and telephone number)

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