



### **Careers Support - guide for parents and carers**

These days, young people have ever-increasing choices about their future careers and the different routes to get there. Along with a competitive jobs market, this can make it difficult but important for them to make the right choices around education/training and employment.

High quality careers information, advice and guidance (IAG) becomes crucial in helping them make decisions about their future. As a team of professionally qualified careers advisers, we offer this IAG through a range of career-related activities. As impartial advisers we also work with a range of local employers and education providers to make sure that our students are well-informed about different progression options available to them.

Here is a summary of the ways in which we support students to make decisions about their future:

#### Impartial Personal Careers Guidance

Faced with a wide range of options at different stages of their education or training, we aim to encourage our students to use a range of methods to explore the careers that will be interesting to them and the different possible routes to get there so that they can make informed choices about their next steps. Students also receive a personalised SMART action plan they have created together with the careers adviser.

#### *How to access this support?*

We have a dedicated team of qualified and impartial careers advisers at each campus who are on hand throughout students' time at college. One-to-one careers appointments can be booked by the student at any point or through staff referral. We also offer guidance through interactive group sessions and virtual settings.

#### Progression support

At important transition points, we help students explore suitable education or training routes based on their interests, needs and preferred way of learning. This support is offered through group information and guidance sessions as well as through events where we invite a wide range of employers, training providers and educational institutions to present their opportunities.

As we offer impartial IAG, we allow students to explore both internal and external progression options including the following:

- Study Programmes - offer the chance to study a full-time programme with a college or training provider, gaining qualifications (e.g. A Levels, BTECs) while completing maths and English qualifications if needed
- Apprenticeships - offer the opportunity to combine paid employment with studying for a professional qualification in a wide range of industry sectors  
<https://www.gov.uk/topic/further-education-skills/apprentice>

- Traineeships - offer short term work placements as preparation for the world of work by providing the necessary experience to join an apprenticeship or employment  
<https://www.gov.uk/government/collections/traineeships--2>
- Higher Education - offer a range of qualifications from Level 4 onwards, whether in a university setting or with a local FE college such as the Sheffield College  
<https://www.ucas.com/>
- Higher/Degree Level Apprenticeships - an alternative to traditional university education, they offer an opportunity to work in a paid role while studying for a higher education qualification  
<https://www.theparentsguideto.co.uk/post/degree-apprenticeships>

### UCAS (Higher Education) Application Support

We offer tailored support through various means to help students to complete their university/college application for higher education should they wish to pursue this route. We can help with decision making around university and course choices as well as with navigating the online application system. We also organise a designated HE Week at the beginning of the cycle where we invite a wide number of guest speakers from various institutions to provide information and advice.

<https://www.ucas.com/undergraduate/applying-university/ucas-undergraduate-advice-parents-and-guardians>

### Work experience, skills development and enterprise

We work closely with other support teams in the college and employers from the region to support students to develop key employability skills, confidence and gain valuable work experience. Included are some of the activities that students can access:

- Industry placements
- Industry tasters
- Enrichment activities
- Preparing for self-employment (The Sheffield Chamber of Commerce Business and Enterprise Employer Skills Academy)

The careers team delivers workshops and guidance to encourage students to get involved in enrichment activities and to be able to reflect on their development to feed into successful employment, education and university applications.

### Careers Programme

For a full list of the career-related activities that we offer at the college, please see our current careers programme at <http://www.sheffcol.ac.uk/careers-programme>

We are always seeking feedback on the provision that we offer and would welcome any comments and suggestions on our programme using this [link](#)