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Executive Headteacher: Mr P Banks



Roding Valley
HIGH SCHOOL

September 2017

Dear Parents

I have written this booklet specifically for you, to assist you with the post 16 choices you need to consider now your child is in Year 11. As a parent you are incredibly influential when it comes to the decisions your child makes in all areas of their lives and that is especially true when it comes to their education and careers.

We know that the choices open to your child today may be very different from when you were in their position, with that in mind we want to make it as easy as possible for you to talk to your child about their options confidently; knowing that the information you have is as accurate and up to date as possible.

In the attached booklet you will find detailed information regarding Sixth Form, College and Apprenticeships.

Our Sixth Form Open Evening is on Thursday December 7th 2017. Competition is very high to achieve a place at Sixth Form and it is very important you attend the evening and find out about entry criteria and everything our Sixth Form has to offer.

To assist you with A level choices I have included information about the Russell Group of Universities have a look at their 'informed choices guide'.

For students who are considering continuing their education at College I have included information about BTEC courses and also a detailed list of open days.

There is up to date information about apprenticeships. I will be running apprenticeship workshops and giving students help and advice about the application process during Year 11.

I recommend students make full use of the careers programmes we purchase for them. I have included login details for you to access Job Explorer Database and Higher Ideas at home, in particular on the main menu have a look at the fact sheets for the latest information about Post 16 planning.

At our annual careers fest on **Thursday January 25th 2018** there will be a variety of employers, colleges and universities for students to find out even more about their future pathways.

If you require any further information or advice please do not hesitate to contact me.

Yours faithfully

Mrs D Mason
Careers Development Manager
dmason@rodingvalley.net





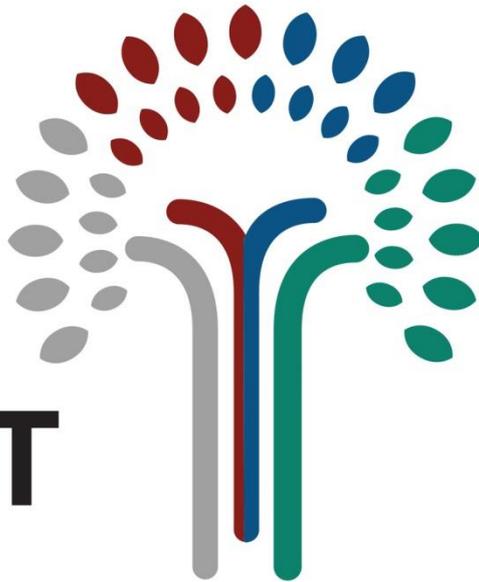
Roding Valley High School

Guide to Further Education



EPPING FOREST DISTRICT

SIXTH FORM



We are proud and delighted that Roding Valley, as part of the Epping Forest District Consortium, now has a Sixth Form. The Sixth Form opened in September 2015 and the consortium arrangement allows students to continue their education working with teachers they know in a familiar environment, whilst taking advantage of the expertise and superb amenities the consortium has to offer.

We provide Post 16 education across a range of subjects. Students who wish to stay on in Years 12 and 13 to complete their A levels with the support of teachers who have worked with them throughout their schooling will be able to apply for a place.

There will be a limited number of places and we expect competition for these places to be fierce. Students must meet the general entry requirements and the subject specific criteria for all the courses they are intending to study.

We will be holding our Sixth Form information open evening on Thursday 7th December at 6.00pm

This continues to be an exciting time for the school and our new Sixth Form helps ensure that we continue to provide an outstanding education for our students.

We look forward to welcoming you at our open evening where we will provide you with all the information necessary for you to apply for a place in the Sixth Form.

If you require any further information please contact.

Mr L Harris
Head of Sixth Form
lharris@rodingvalley.net

Mr R Mammen
Deputy Headteacher
rmammen@rodingvalley.net



Applying to Sixth Form

If you want to study and stay on at Roding Valley in the sixth form you will need to make sure you are achieving the grades required for the A level courses and subjects on offer. The competition for Sixth Form places is high and you will only be offered a place if you achieve the specific entry criteria.

A prospectus and application form with specific grade entry criteria will be available at the Sixth Form Open Evening on:

Thursday 7th December 2017 at 6pm

What you need to do:

- **Attend the sixth form Open Evening** and find out about courses and subjects offered, entry grades and how to apply.
- **Get your own copy of the sixth form prospectus - read it thoroughly.** Copies are also held in the Careers room in school. Discuss with teachers and family – ask questions about anything you don't understand.
- **Make sure you understand the different qualifications** on offer – For example: what exactly will you study in Psychology A level? Do you know what the entry requirements are for each subject? You don't necessarily have to have studied the subject at GCSE to study it at A level. This is all explained in the prospectus.
- **Make a shortlist of subjects** and make sure you find out exactly what they involve, you will have to choose 3/4 subjects. The 6th form prospectus has information on every course on offer. Talk to current Sixth Form students, talk to your teachers and Careers Advisor. Check the subjects you are choosing fit within the choices timetable block in the prospectus. **Make sure they are the right A level choices for the degree course you may be considering at university.**
- **Understand the application process** – it will be set out very clearly in the prospectus and will be explained in detail on the open evening.
- **There is a DEADLINE for applying to the Sixth Form.** All application forms must be signed by parent/guardians and returned to Mr Harris in the Sixth Form Office by **Friday 19th January 2018.**
- **Offers of places will be on condition of entry criteria**



Russell Group

The Russell Group of leading UK universities has published a guide to post-16 subject choices.

The Guide is called **Informed Choices** and was produced in collaboration with the Institute of Career Guidance and is aimed at all students considering A-level and equivalent options. It includes advice on the best subject combinations for a wide range of university courses as well as advice on the best choices if you don't know what you want to study after school and need to keep your options open.

There are some A level subjects that are required more often than others for course entry and these are referred to as facilitating subjects: Maths, English, Physics, Biology, Chemistry, Geography, History and Languages.

The sixth form at Roding Valley will offer all of the facilitating subjects.

Today, there are twenty four universities in the Russell Group. They are:

- University of Birmingham
- University of Bristol
- University of Cambridge
- Cardiff University
- Durham University
- University of Edinburgh
- Exeter University
- University of Glasgow
- Imperial College London
- King's College London
- University of Leeds
- University of Liverpool
- London School of Economics & Political Science
- University of Manchester
- Newcastle University
- University of Nottingham
- University of Oxford
- Queen Mary University of London
- Queen's University Belfast
- University of Sheffield
- University of Southampton
- University College London
- University of Warwick
- York University

The Russell Group of universities is widely regarded – here and overseas - as comprising the ‘leading’ universities in the country. Russell Group universities are amongst the most competitive and the most difficult to get a place at and they attract the most research funding.

I encourage you to read the Russell Group's ‘Informed Choices’ guide. It is clear and easy to read and it contains some good, common sense advice. You can read the guide and also watch the short video via the following links:

<http://www.russellgroup.ac.uk/informed-choices/>

<https://www.youtube.com/watch?v=nkgwFxpKWAU>



Applying to College

Colleges offer a very wide range of courses and qualifications. Many are specialist courses closely related to jobs for example art and design, engineering or IT courses. You may also choose a college course to gain specialist qualifications needed to enter a particular job for example beauty therapy, childcare or motor vehicle work. Entry requirements will depend on the type of course and level. If students do not achieve a grade 4 in English and Maths then they will have to retake them at College.

Before you decide to apply for a college course:

Think about College – What would it be like? Would it suit you? How would it be different from being at school or in employment? Consider the travelling and cost to get there.

Think about the courses on offer - Do you know what is on offer? Do you understand the different qualifications? Do you know about entry requirements? Make sure you have all the information you need.

To find out more you should:

Get a copy of the prospectus for the local colleges - You can get one from the careers room. Look online or go to an open evening.

Read about the courses on offer – remember there are different levels which need different GCSE entry grades.

Make sure you understand about the qualifications – for example how much coursework, how much examination assessment, how much experience is built in. Will you have to do a work placement whilst doing the course.

Make sure you understand the entry requirements – usually 4/5 A*-C grade GCSEs for advanced level 3 courses including English and Maths, usually 4/5 D/E grade GCSEs for level 2 courses and lower grades for foundation courses. For some courses you need to achieve certain grades in that subject at GCSE. This information will be in the college prospectus.

Attend open evenings - to talk to staff and get first-hand information – these usually take place October – February, find out if you are able to take part in a taster session. A detailed list of open evenings for colleges is at the back of this book. For some colleges now you can apply online.

You can receive help and guidance on how to complete an Application Form from Mrs Mason in the Careers Office.



BTEC Level 3 Extended Diploma

What is a BTEC qualification?

BTEC stands for 'Business and Technician Education Council' which used to run the award, first introduced in 1984. BTECs are vocational and work-related courses, rather than traditional academic courses, designed for study in a wide range of occupational areas from business to performing arts. BTECs are offered at all levels: levels 1 and 2 are equivalent to GCSEs, level 3 to A Levels

Why would you take a BTEC rather than A levels?

BTECs are more practical qualifications with a focus on flexible learning and independence, which appeals to those who find traditional teaching methods and exams difficult. The assessment for BTECs is largely based on regular coursework and work experience, which makes them an ideal option for those who crumble under the pressure of exams. You do take some exams in some BTEC subjects.

What grades at GCSE do you need to do a BTEC L3 Extended Diploma?

5 GCSEs at grades A – C grades, with at least a minimum of a grade 4 in English Language, some specific GCSEs may be required for the course applied for, details of which will be online or in the prospectus.

Do you sit exams whilst doing a BTEC?

It is mostly coursework and projects but most subjects will also include some exams.

How is a BTEC assessed?

You will get passes, merits, distinctions and distinction* on your coursework

How long does it take to complete a BTEC L3 Extended Diploma?

2 years

How many BTECs do you need to go to University?

One subject area e.g. Media – Grades for BTEC are Pass, Merit, Distinction.

How many subjects do you study whilst doing a BTEC?

You would choose one subject e.g. Art & Design, Media, Applied Sciences, Engineering, Construction, Health & Social Care, Hospitality, Performing Arts, Public Services, Sport, Travel & Tourism. Some establishments allow you to also take other exams or qualifications.

Where would you do a BTEC L3 Ext. Diploma?

At a Further Education College and some 6th forms offer BTECs.

Is a BTEC L3 Ext. Diploma equivalent to three A levels?

Yes it can be if you get Merits & Distinctions – a BTEC Extended Diploma is worth 48-168 UCAS points.

Are BTEC National Diploma's recognised by Universities?

Most Universities recognise the value of BTECs – if you have a University in mind, best to check with them first.



Apprenticeships

Apprenticeships take between 1 and 5 years to complete and cover over 1,500 job roles in a wide range of industries, from engineering to accountancy, public relations to veterinary nursing.

- The national minimum wage of an apprentice is £3.40ph (as of October 2016) with apprentices aged 16-18 taking home around £127-130 per week. For further detailed information there is a parent's guide to apprenticeships on the following website: <https://www.gov.uk/government/publications/a-parents-guide-to-apprenticeships>
- All apprentices work towards an accredited qualification which could include – NVQ, BTEC, HND/HNC, Foundation Degree and Undergraduate Degree and in some industries Master Degrees.
- Students will be given the opportunity to attend apprenticeship workshops during Year 11 and support offered with applications. For a lot of apprenticeships you do need to achieve a minimum of a grade 4 in English, Maths and sometimes higher grades dependent on the position being advertised.
- So if you like the idea of going out to work and earning whilst learning then an apprenticeship may suit you.
- To start your research and find out more you can register and start looking at what apprenticeships are available on:

www.getingofar.gov.uk



Useful websites for careers research:

www.direct.gov.uk/nationalcareerservice

Job profiles, labour market information and careers.

www.careersbox.co.uk

Job profiles, apprenticeships and video clips.

www.icould.com

Job profiles, videos and labour market information

www.notgoingtouni.co.uk

Research jobs and apprenticeships

www.ucas.com

University applications and course information.

www.applytouni.com

Useful information on applying to university

www.vinspired.com

Voluntary placements

www.allaboutcareers.com

Careers information and CV and interview advice

www.healthcareers.nhs.uk

Careers information in the NHS

www.creativeskillset.org

Apprenticeships for jobs in the creative industry

www.successatschool.org

Information about careers and options

www.studentladder.co.uk

Information about work experience, careers and more.

www.ratemyapprenticeship.co.uk

Information about careers and job opportunities

www.gothinkbig.co.uk

Work experience and industry information

Make use of the careers programmes we purchase at school, Job Explorer Database (Jed) and Higher Ideas. To use Jed and Higher Ideas at home, visit www.careerssoft.co.uk on the careerssoft home page look for the sign in link and click on it. On the sign-in page, enter your access code and follow the instructions. Access Code for Roding Valley students is 7pf8bg86



Year 11 Timeline

Reminders	
September	<ul style="list-style-type: none"> Find out about your options after year 11 - READ THIS BOOKLET THOROUGHLY! Research the college and courses you are interested in and check you know the entry requirements Create an account on the National Apprenticeship site and research apprenticeships if you are considering this option
October	<ul style="list-style-type: none"> Attend open evenings and open days at College HALF TERM
November	<ul style="list-style-type: none"> Attend open evenings Apply to colleges Attend Year 11 Parent's evening Thursday 30th November and make sure you are on track
December	<ul style="list-style-type: none"> Thursday 7th December Sixth Form Open Evening Roding Valley Attend the open evening and get a prospectus and application form Revise for PPE exams Attend open days and keep an eye on application deadlines Update your CV if you are going to apply for apprenticeships CHRISTMAS HOLIDAYS
January	<ul style="list-style-type: none"> Complete applications to College Friday 19th January DEADLINE Roding Valley Sixth Form application Attend the CAREERS FAIR on Thursday January 25th talk to employers, colleges and universities Friday 26th January DEADLINE Epping Forest College give application form to Mrs Mason REVISE
February	<ul style="list-style-type: none"> Attend an apprenticeship workshop in the careers office Attend interviews offered for sixth form and college places Offer letters for Roding Valley Sixth Form will be sent to students Apply for apprenticeships REVISE HALF TERM
March	<ul style="list-style-type: none"> Are you sorted have you been offered a place at 6th form or College if not then see Mrs Mason Apply for apprenticeships Attend Year 11 Parent's evening Thursday 1st March and make sure you are on track REVISE EASTER
April	<ul style="list-style-type: none"> See Mrs Mason if you do not have an offer of a place at college or 6th form Apply for Apprenticeships REVISE
May - June	<ul style="list-style-type: none"> Exams Apply for Apprenticeships REVISE
July - August	<ul style="list-style-type: none"> End of Year 11 Exam Results

College Open Days/Evenings 2017/2018

College	Contact	Date
Access to Music www.accesstomusic.co.uk	0800 281842	Check web for further dates and times.
ADA College www.adacollege.org.uk	0203 105 0125	A National College for Digital Skills Check website
Barking & Dagenham www.barkingdagenhamcollege.ac.uk	020 8090 3020	Check online which campus you wish to attend
BCE Big Creative Education Academy www.bigcreative.education	020 8498 3300	BCE are a Walthamstow based post-16 training provider, specialising in delivering programmes for budding young creatives. They offer Apprenticeships and vocational programmes for students aged 16-18 between Levels 1-3.
Capel Manor College www.capel.ac.uk/enfield	08456 122 122	14 th October 10.00 am to 3.00 pm 21 st November 2017 (Advice Evening) 5.00 pm to 7.30 pm
Chelmsford College www.Chelmsford.ac.uk	01245 29 30 31	Check website for details
City and Islington College www.candi.ac.uk		Check on line which centre the open days are at
Epping Forest College www.efc.ac.uk	020 8502 8633	14 th October 2017 10.00 am to 12.00 pm
East London Arts & Music Academy ELAM www.elam.co.uk	info@elam.co.uk	Apply on Line
Harlow College www.harlow-college.ac.uk	01279 868000	19 th October 2017 - 5.30 pm to 7.30 pm
Hertford Regional College www.hrc.ac.uk	01992 411400	Broxbourne and Ware Campus 18 th October 2017 5.30 pm to 8.00 pm 20 th January 2018 10.00 am to 1.00 pm
Fashion Retail Academy www.fashionretailacademy.ac.uk	020 7307 2345	Book on to the open day on the website all year
Havering College www.havering-college.ac.uk	01708 455011	Check Website for dates
London College of Beauty Therapy www.lcbt.co.uk	020 7208 1300	All year Book on to open day on the website
Redbridge College www.redbridge-college.ac.uk	020 8548 7400	Check website for 2017-18 open day dates
Sir Charles Kao University Technical College www.sircharleskaoutc.com	01279 444374	Applications can be made on line
Sir George Monoux College www.george-monoux.ac.uk	208 5233 544	Check Website for dates. You will need to print out an invitation slip from the website
South Essex College learning@southessex.ac.uk	0845 52 12345	Check website for campus dates
Waltham Forest College www.waltham.ac.uk	0208 501 8501	Check website for campus dates
Writtle College www.writtle.ac.uk	01245 424 200	Check website for campus dates
City of Westminster College www.cwc.ac.uk	0207 258 2721	Check web for details.
Westminster Kingsway College www.westking.ac.uk	0207 963 4115	To be confirmed check web for details