

18 September 2023

Dear parents and carers

This email explains the full process of how we will be supporting your young person's decision-making over the coming months and has a number of important dates for your diary.

*We recommend that you save it for future reference, it is rather a long read!*

This term of Year 11 is when your young person will be deciding what they would like to move on to, and here is all the information to help guide you and them through this.

It is now a requirement that all students either stay in education (go to a college or school sixth form) or take up employment and training (an apprenticeship), until they are aged 18.

### Staying in Education

Carrington School is partnered with [East Surrey College](#) (a Further Education College) and [Reigate College](#) (a Sixth Form College). The majority of our Year 11s attended a Taster Day at both the colleges in July. Today in assembly students were given a presentation on college applications by both colleges and were provided with a copy of the college prospectuses. Although we are partnered with these colleges, it is not compulsory that they make an application to one of them, **Student(s) First Name** could decide that they want to apply to an alternative college because it offers a particular course, or a School Sixth Form because they prefer a school rather than a college environment. **There is no limit to the number of colleges or school sixth forms that they can apply to at this stage.** Once an application has been made and an offer obtained, **the final decision** on where your young person would like to study **only needs to be made after the GCSE results** are published in August 2024.

### Apprenticeships

If your young person would like to apply for apprenticeship opportunities, vacancies do not tend to be advertised until the Spring and Summer Terms next year. I will be running workshops for those interested in the apprenticeship route after Christmas, and can help with making applications. I urge all students who are interested in applying for apprenticeships to **also apply for a college place as a back-up.** This will ensure that they have something in place should the apprenticeship opportunity not work out.

### Open Events

I strongly recommend that you attend **college and school sixth form open events**, as this is a really great way to gather information to make the best decisions. There's a full list of the [dates](#)



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[and times for a wide selection of colleges and sixth forms HERE on our website.](#)

Most Open Events require you to pre-register through links on the college/school websites.

- East Surrey College **Tuesday 19 September** and **Thursday 12 October** (5.00pm – 8.00pm) pre-registration can be made through the following link [www.esc.ac.uk/events](http://www.esc.ac.uk/events)
- Reigate College **Tuesday 3 October, Thursday 5 October and Monday 9 October** (6.00pm – 8.30pm). Please note that the registration link opens **TODAY** through [Open Events 2023 - Reigate College](#)

If **Student(s) First Name** would like further help and guidance deciding on what would be right for them, please encourage them to email me to book an appointment for a 121 careers chat. I will be working with students on their decision-making skills in Personal Development lessons over the coming weeks. A [Beyond Carrington School Self Help Guide](#) is available on the school website.

### **Making Applications**

Applications to Reigate College and East Surrey College are made through online portals. Reigate College applications can be made from 18 September through the admissions page of the college website [Application Form and Admissions Policy - Reigate College](#). East Surrey College applications are made through selecting the course on the [college website](#) and applying through the link on the web page. Whilst application portals are open from today, I would recommend that students take their time with their decision making and attend the open events first. The deadline for applications to Reigate College and East Surrey College is **Friday 20 October**. All applications will be considered equally provided they are made by the stated deadline, there is no advantage to speedy completion! I will be taking students through how to make an application in their PD lesson over the next couple of weeks and will issue students and parents/carers with an application guide.

### **College Interviews**

Every student who makes an application will be invited to attend an interview. The interviews at **Reigate College** will be on **Thursday 23 November** and at **East Surrey College** on **Monday 11 December**. **All interview times will be after school**. The colleges will send an interview invite to students and their parent/carers using the contact details that are provided on the online college application. This interview is an opportunity for the college to discuss the application. Parent/carers are encouraged to also attend the interview but if that isn't possible, our staff will be there to provide support. To help with interview technique I will be providing hints and tips along with interview practice after half term.



## Offers of Places

Offers of places at East Surrey College tend to be made on the evening of the interview itself, and for Reigate College by mail over the Christmas holidays. All college offers are provisional on students meeting the entry requirements for the courses that they have applied for. A reference supplied by your Head of Year, Mrs Davis, which includes information on behaviour, attendance and predicted grade information will also be used to determine whether college offers will be made.

### **As a final point – nothing is 'set in stone' at this point**

When students make their college applications they are **starting** the application process – it is totally possible to change subject options at interview or even after GCSE results are published, provided that entry requirements for the course they would like to switch to are met.

I appreciate that there is a lot of information in this email to digest! Please do not hesitate to contact me if you have any questions.

Best wishes

**Mrs J Pearce**

Careers and Excellence Co-ordinator

