

Hello! Welcome to the first edition, Issue 1 June – July 2019, of the Innervate Career Services newsletter.

Our aim is to inform and inspire, not only young people but their parents and carers too. There is so much out there to explore when it comes to careers, so in our newsletters you will find lots of opportunities related to work experience, insight days and apprenticeship, work and university options.

As well as inform and inspire, we hope to educate so you will find information on a range of qualifications, opportunities and options such as the new T- Levels and the ever expanding landscape of Higher and Degree Apprenticeships. Of course, not forgetting traditional information and advice depending on the time of year, such as CVs, Personal Statements and How to Find Work Experience. Check out the column to the right to see the key features of this first edition.

We work with many schools across Surrey and the South-East, providing inspiring careers and personal guidance activities. We have given an overview of our services on page 2. We want to ensure we are supporting teachers, career leaders and parents, so each newsletter edition will also have a 10 to 15 minute careers activity on page 8 that can be used with young people in or out of school time.

We hope you enjoy and find this a useful resource. Please do send your feedback to [info@innervatecareers.com](mailto:info@innervatecareers.com)

Happy exploring!

Natalie Papworth

Founder and Director of Service

## Key Features

- **Introduction to Innervate Careers**
- **Autumn Term 2019 – Yr 10 & 11 Looking Ahead**
  - Options after GCSEs
  - The Apprenticeship Route
  - Parents Pack for apprenticeship information
  - What time of year do apprenticeships open?
- **Looking Ahead – 2020 Introduction of the new T Levels**
- **Events**
  - London Job Show
  - The National Apprenticeship Fair
  - London Pilot Careers Live
  - The Big Bang UK Young Scientists & Engineers Fair
  - Slough Jobs Fair
  - University Open Days and Taster Days Link
- **Apprenticeships/ Work Experience/Insight Days**
- **Science, Technology, Engineering & Maths**
  - SATRO Student Research Placement
  - IBM Future Scheme 12 Month Gap Year Programme
  - KBR Modern Apprenticeship Trainee – Engineering
  - Guildford Games Festival
  - Ernst & Young Digital & Software Scheme
- **Sport, Leisure & Tourism**
  - Sports Coaching Work Experience & Apprenticeships at USC
  - Everyone Active Apprenticeships
- **Public Sector**
  - Changes in Police Force Recruitment news
- **Creative Industries**
  - National Theatre Free Workshops
  - Young Makers Course
  - Young Technicians Course
  - Grazia magazine work experience Journalism
- **Marketing, Advertising, PR & Media**
  - VCCP Ad School Work Experience
- **Finance**
  - Mazars Accounting & Auditing Apprenticeship

Up to date Careers News, Information & Opportunities



Schools



Teachers



Young people



Career advisers



Parents/Carers



Schools



Teachers



Young people



Career advisers



Parents/Carers

### Our Approach

Our approach is to provide multiple career guidance interactions offering schools a variety of methods to access personal guidance. By accessing our assemblies, presentations, workshops, and career lessons, young people are better prepared for their one to one personal guidance meeting with our qualified career advisers.

Our careers and personal guidance services can help schools and career advisers make the most effective and efficient use out of the resources, time and personnel available.

We have designed and developed our career lessons from the CDI Framework learning outcomes, with a range of career and personal development activities to encourage self-awareness, decision making skills, opportunities awareness and transition management skills.

The approach we provide enables this to happen at each key stage for each year cohort. It supports schools in addressing the needs of students with an effective way of planning caseloads and preparing students for personal guidance interviews.

### Key stage 3:

- One to one personal guidance interviews and/or interactions for prioritised students choosing their GCSE Options
- Group career and personal guidance interactions prioritised students choosing their GCSE Options
- An annual career lesson for all students in year 7, 8 & 9 delivered by a qualified personal guidance adviser
- Guidance services at parents evenings, options evenings, career events
- CEIAG activities including group work, assemblies, and career days e.g. workshops on Apprenticeships, Employability, University

### Key stage 4:

- One to one personal guidance interviews and/or interactions for year 10 and 11 students
- Group career and personal guidance interactions for year 10 and 11 students
- Presentations/ group work for all key stage 4 students to build awareness and understanding of all post 16 options including education and technical training, with follow up interventions to monitor intended destinations and guidance needs
- Guidance services at parents evenings, options evenings, career events
- CEIAG activities including group work, assemblies, career days e.g. workshops on Apprenticeships, Employability, University
- Labour Market Information and Career Pathways lessons and activities

### Key stage 5:

- One to one personal guidance interviews and/or small group discussions for sixth form students
- Providing focus and clarity to any contemplating their current programme/ considering leaving 6th form
- Supporting students with generating initial ideas around their next steps, plan of action regarding university and/ or work in light of long term career goals
- Dilemmas regarding university courses and subjects, university or work, long term career planning
- Support for those considering work or higher/ degree apprenticeship schemes, CV preparation, job/ opportunity searching, interview and assessment centre day technique
- Any last minute concerns, change of plan
- August Exam Results Period – Triage/ emergency one to one support
- Career Lessons/ Sessions as part of a Careers Programme:
- Employability Skills – the content of winning CVs, application forms and personal statements
- Interview & Assessment Centre Preparation – details and mock activities to provide insight and readiness
- Introduction to UCAS/ Personal Statement workshops/ UCAS application clinics
- Higher & Degree Apprenticeships
- Attendance at Year 12 & 13 Parents Evenings and Parent Information
- Apprenticeships, UCAS and the Importance of Work Experience
- Labour Market Information and Career Pathways lessons and activities

### Targeted support for high needs students:

- Schools can choose specific targeted support for disadvantaged and/ or high needs and/ or those at risk of exclusion/ NEET
- Group career guidance interventions once a term for prioritised students from year 7 to year 10
- A developed range of extension activities around the key stage 3 and 4 programme and increased the frequency of interactions with a career adviser for these students from once a year, to once a term.
- Students are seen in small groups of up to five to provide a sense of focus and give each student more opportunity to participate, be heard and interact with the career adviser and each other.
- Each term we build on the work of previous sessions providing careers education activities with reflective guidance time that enables a deeper impact in terms of building aspiration and achievement over time.

### Bespoke:

We can provide bespoke personal guidance activities to fit schools and cohort needs.

# Autumn Term 2019

## Yr 10, 11 & 13

### Looking Ahead



Parents/Carers



Young people



### What are the options?

#### Continue in education

Sixth form at school/ sixth form college or FE college

Or

#### Continue in training

Apprenticeships in the workplace

### Qualifications explained

Five or more grade 4's (A\* to C grades) at GCSE

↓  
3-4 A levels or ..  
Level 3 BTEC or ..  
Advanced apprenticeship

### Help my target grades are lower than 4's

- If you are borderline 4's or 5's (C/D) then get motivated to get 5's and above (C's)
- If you are predicted 4's and below (Ds and E's) you still have options...

Grade 3's (Ds at GCSE)

↓  
Level 2 BTEC or  
Intermediate apprenticeship

Less than grade 2's (Ds) at GCSE

↓  
Level 1 BTEC Diploma

### A Levels

- These qualifications are academic which means you are mainly studying the theory side of a subject
- They develop your study skills as they are intellectually challenging, and they develop abstract and critical thought
- Similar structure to your GCSEs - you are learning about a subject through lessons, reading and research
- Your final grade is mainly taken from exams at the end of your two years so you need to be confident about doing well under exam conditions
- For you: if you have enjoyed learning and studying at school and want to take academic subjects

### BTEC Diplomas

- Vocational which means they are work-related: the BTECs link with a particular industry
- Applied learning – theory links in with practical learning and activity
- Coursework and practical assignment based – fewer exams – there will be a lot of theory and written work to complete to there still is an academic element
- Need to be well-organised and prepared to work on tasks and written work again and again to improve your learning grades
- Complete modules based upon real workplace situations in a mocked-up environment
- Level 3 BTECs can lead to university although top universities will expect A levels as these are more academically demanding
- The myth is that Level 3 BTECs are easier than A levels. This is not necessarily true. They demand different things from learners and will be just as much effort – often on day to day work rather than revision

### What is an Apprenticeship?

- As an apprentice you work for an employer
- Get paid to work and undergo a period of training where you will learn a particular workplace skill or set of skills
- Work towards a qualification which you can use to access future jobs
- Apprenticeships last between 1 and 5 years
- Apprenticeships can go onto a further level of training or secure a job in a relevant industry
- Guaranteed at least £3.50 per hour – it's not uncommon to be earning in the region of £150 to £260 per week for an advanced apprenticeship
- Salaries for higher apprenticeships usually progresses year on year starting between £7-20K and completing on £18 to £26K

#### LEVEL 5

Proven experience in the Subject or qualifications at Level 4 or 4 required

#### QUALIFICATIONS

Degrees

#### LEVEL 4

Advanced Level qualification Or substantial experience in the subject is required

#### QUALIFICATIONS

foundation Degrees, HNCs, HNDs

#### HIGHER APPRENTICESHIPS

#### LEVEL 3

Advanced Level Qualifications or experience in the subject is required

#### QUALIFICATIONS

A Levels, NVQs, National Diplomas and Certificates Access to HE

#### ADVANCED APPRENTICESHIPS

#### LEVEL 2

Intermediate Level where Some experience may Be required

#### QUALIFICATIONS

GCSEs (Grade 4-9) NVQs First Diploma

#### APPRENTICESHIPS & TRAINEESHIPS

#### LEVEL 1

Foundation Level with Entry Level Qualification or for Beginners with limited Previous experience

#### QUALIFICATIONS

NVQs, Introduction Diploma GCSEs (Grade 1-3)

#### TRAINEESHIPS

#### ENTRY LEVEL

No Qualifications Previous experience needed

#### QUALIFICATIONS

Basic literacy and numeracy and other awards

### What time of year do apprenticeship opportunities open?

Applications for some companies tend to open for Apprenticeship recruitment between September and March. Closing dates typically fall between late October and early May. However apprenticeships are advertised all year round for immediate starts and ongoing recruitment.

# Looking Ahead – What's New?

## 2020 Introduction of new T Levels



Parents/Carers



Young people



### What are T Levels?

T Levels are new courses coming in September 2020, which will follow GCSEs and will be equivalent to 3 A Levels. These 2-year courses have been developed in collaboration with employers and businesses so that the content meets the needs of industry and prepares students for work.

T Levels will offer students a mixture of classroom learning and 'on-the-job' experience during an industry placement of at least 45 days. They will provide the knowledge and experience needed to open the door into skilled employment, further study or a higher apprenticeship

### The first 3 T levels will be available from September 2020

The first 3 T Levels will be available at selected colleges and schools (providers) across England in September 2020. This means pupils who entered year 10 in September 2018 will be the first to be able to study them.

- digital production, design and development
- design, surveying and planning
- education

### Structure of a T Level

T Level courses will include the following compulsory elements:

- a technical qualification, which will include
  - core theory, concepts and skills for an industry area
  - specialist skills and knowledge for an occupation or career
- an industry placement with an employer
- a minimum standard in Maths and English if students have not already achieved them

### Industry placements

Every T Level will include an industry placement with an employer focused on developing the practical and technical skills required for the occupation. These will last a minimum of 45 working days but can last longer. Employers can offer industry placements as a block, day release or a mix of these.

### Grading

Students who pass all the elements of their T Level will get a nationally recognised certificate showing an overall grade of pass, merit or distinction. It will also set out the details of what students have achieved on the course.

### How T Levels will work with other post-16 choices

T Levels will become one of the main choices for students after GCSE alongside:

- apprenticeships for students who wish to learn a specific occupation 'on the job'
- A levels for students who wish to continue academic education

T Levels will be based on the same standards as apprenticeships, designed by employers and approved by the Institute for Apprenticeships and Technical Education (the Institute). The total time for a T Level will be around 1,800 hours over the 2 years, including the industry placement. This is a significant increase on most current technical education courses.

This differs from an apprenticeship, which is typically 80% on-the-job and 20% in the classroom and is more suited to those who know what occupation they want to pursue, want to earn a wage and learn at the same time and are ready to enter the workforce at age 16.

### From Autumn 2021

T Level courses start in these subject areas:

- building services engineering
- digital business services
- digital support and services
- health
- healthcare science
- onsite construction
- science



- [List of providers offering 2020 T Levels](#)
- [Information on Industry Placements](#)
- [Outline for digital production, design & development](#)
- [Outline of Construction: design, surveying and planning](#)



# Events



Parents/Carers



Young people



Teachers



27th & 28th SEPTEMBER 2019  
Westfield Stratford City, London

The London Job Show showcases thousands of employment and training opportunities – from part time to full time and apprenticeships.

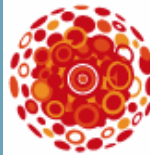


On 3 & 4 March 2020, Sandown Park will host the National Apprenticeship Show covering London & South East England. With over 100 employers and providers showcasing opportunities to thousands of visitors in a lively, interactive, fun and informative setting.

### Event Opening Times:

Tuesday 3rd March – 9:30am-3pm & 4pm – 6:00pm

Wednesday 4th March – 9:30am – 2pm



# The Big Bang

UK Young Scientists & Engineers Fair

The Big Bang UK Young Scientists & Engineers Fair is a celebration of science, technology, engineering and maths (STEM) for young people in the UK.

The fair aims to show young people the exciting and rewarding opportunities available bringing learning to life.

- Find out about qualifications and gaining experience
- Talk to scientists and engineers about what they do
- Interactive and over 100 hands on activities
- Shows and workshops
- Careers advice
- and lots more!

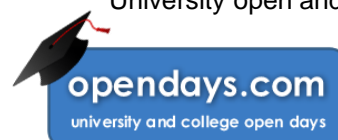
Representative Companies and Sponsors:



Slough Jobs Fair  
6 September 2019  
Cophorne Hotel Slough-Windsor  
10.00am – 1.00pm  
Employment, Apprenticeships & Training Opportunities

## University Open Days & Taster Days

To find out about university open days either go direct to their website Click on icons to search for all University open and taster days



# LONDON

1 November 2019 - 2 November 2019 | 10:00 - 16:30

## PILOT CAREERS LIVE

THINKING OF A CAREER AS A PILOT?

Pilot Careers Live - Sofitel Hotel, Terminal 5, Heathrow

You do not need to be an expert on pilot training to attend. The exhibition will equip you with enough knowledge about the pilot training process, ensuring you get the best possible independent advice at the start of your career For details and to book [click here](#)

## Apprenticeships/Work Experience/Insight days

### Science, Technology, Engineering & Maths



#### SATRO Student Research Placement

SATRO are looking for Surrey 6th Form students (Year 12) studying Science, Technology, Engineering and Maths (STEM) subjects. - 4 week Research Placement - Opportunity to gain industry experience and a CREST award.

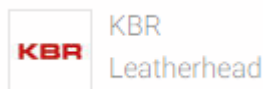
[Click here for more details](#)

### IBM IBM Future Scheme 12 Month Gap Year Program

You might be uncertain about whether to start work, complete an apprenticeship or go to university, if that's you and you are unsure of what to do next, the IBM Futures scheme is for you. This gap year scheme offers you an invaluable opportunity to work with a world-leading company for 12-months, broadening your horizons and giving you a head start in your career. The year will be challenging and fun and allow you to start building the future you want to maximise employability after you graduate.

[Click here for Details and to apply](#)

### KBR Modern Apprenticeship Trainee – Engineering



This apprenticeship is within Hydrocarbons Services, including onshore oil and gas; LNG (liquefaction and regasification)/GTL; oil refining; petrochemicals; chemicals; fertilizers; differentiated EPC; maintenance services (Brown & Root Industrial Services); offshore oil and gas (shallow-water, deep-water, subsea); floating solutions (FPU, FPSO, FLNG & FSRU); program management and consulting services.

Requirements: • C Grade in Maths & English at GCSE • Either 3 A levels (one of which must be a science or a maths) or B-Tech in Design Engineering.

If successful, you will attend Richmond College full time from September 2019 for the first academic year, after which you will come to work at their Leatherhead offices and attend College one day a week, KBR will also pay all your College fees and provide you with a mentor to support you through your Apprenticeship.

[Click here for more details and to apply](#)

### Sport, Leisure & Tourism

#### Sports Coaching Work Experience & Apprenticeship Opportunities



USC is a sports coaching company, delivering PE lessons in primary schools and the community and also extra-curricular sports activities (football, rugby, basketball) in Greater London (including Croydon, Kingston, Epsom and Reigate). They offer work experience placements (to under 16s,) and apprenticeships to students with GCSEs or higher.

Email: [humphrey@uniqueskillscoaching.com](mailto:humphrey@uniqueskillscoaching.com) for further information and enquiries or visit their website - [www.uniqueskillscoaching.com](http://www.uniqueskillscoaching.com) Tel: 07808 555106

### everyone ACTIVE

Current sports apprenticeships:

Activity Leadership  
Customer Service  
Fitness Instructor  
Leisure Assistants  
Personal Training

**Everyone Active Live Apprenticeships (Deadline 17 June 2019)**

[Careers in Sport Website](#) for information on training and apprenticeship opportunities

### Public Sector

#### Changes in Police Force Recruitment from January 2020

from January 2020, new police constable recruits will have three ways of entering policing and learning to carry out their role.

**Apprenticeship.** Join as a constable, and follow an apprenticeship in professional policing practice – you earn while you learn. This route normally takes three years with both on and off-the-job learning. On successfully finishing the programme, you complete your probation and achieve a degree.

**Degree-holder Entry.** If you have a degree in any subject, you can join and follow a work-based programme, supported by off-the-job learning. This route normally takes two years, and the learning you have undergone is recognised with a Graduate Diploma in Professional Policing Practice when you complete your probation.

**Pre-join Degree.** If you want to study first, you can do a three year Degree in Professional Policing at your own expense, and then apply to a force and follow a shorter on-the-job training programme. Being a special constable can be included in this route.

[Click here for entry routes and information to the Police Force](#)

## Apprenticeships/Work Experience/Insight days

### Creative Industries

**National Theatre**



Interested in design?

**National Theatre Young Makers Course**  
(14-18 year olds)  
12 August – Friday 16 August

The National Theatre are running a free-hands on course for Young Makers interested in creating art, design, costume and props. During the week you will learn different techniques from sewing, 3D Making and paint and finishing effects.

**Deadline for applications :before Sunday 15 July 2019**

Workshop dates:

Monday 12 August to Friday 16 August 10am – 5pm

[Click here for more details](#)

Interested in Theatre sound, lighting, video & automation?

**National Theatre Young Technicians Course**  
(14 -18 year olds)  
October 2019 & March 2020

The National Theatre are also running a free-hands on course for Young Technicians interested in lighting, sound, video and automation. You will be introduced to the basics of technical theatre and have the opportunity to shadow professionals and provide technical support to the National theatre youth programme.

**Deadline for applications :before Wednesday 11 September**

Workshop dates:

Term 1:  
2, 9, 16, 30 October  
6, 3, 13, 20, 27 November  
4, 11 December

Term 2:

8, 15, 22, 29 January  
5, 12, 26 February  
4, 11, 18, 25 March

[Click here for more details](#)

**Grazia Magazine**  
Work experience (18 Yrs)  
With the Editorial Team  
Want to get into Journalism? [Click here for details](#)



### Technology - The Gaming World

**Guildford Games Festival**

Wey House, Guildford, GU1 4XS



Agenda

- 27<sup>th</sup> Supermassive Charity Games Night
- 28<sup>th</sup> Industry day @ GLive
- 29<sup>th</sup> Public showcase
- 29<sup>th</sup> Guildford.Games Awards @ Boiler Rooms

Guildford Games Festival will take place from 27 - 29 June and will be an opportunity to attract skilled and creative talent providing an opportunity to meet employers involved with games development, publishing and technology. Funded by the Enterprise M3 LEP, Guildford Borough Council and the University of Surrey the event is earning Guildford the reputation of being the 'Hollywood of Games' due to the cultural and economic benefits of the games industry in the area.

[Click here to register for the free event](#)

### Marketing, Advertising, PR & Media

**VCCP Work Experience Ad School (18 Yrs)**



Want to get into Advertising/Marketing?

[Click here for details](#)

### Finance



**Accounting & Auditing Apprenticeship Programmes are now open**

Mazars is a Global, integrated and independent organisation, specialising in audit, advisory, accounting and tax services.

Their Apprenticeship programme is now open for accounts and audit apprenticeship programmes [click here to search for opportunities](#)

### Technology & Digital



**Ernst & Young Technology and Digital Degree Apprenticeships**

Ernst & Young apprenticeships are open for:

- Software Engineer
- Data Analytics

[For information/application click here](#)



## What to question and consider .....



### Helpful websites to use:

<https://nationalcareers.service.gov.uk/>

<https://careerpilot.org.uk/>

<https://icould.com/>