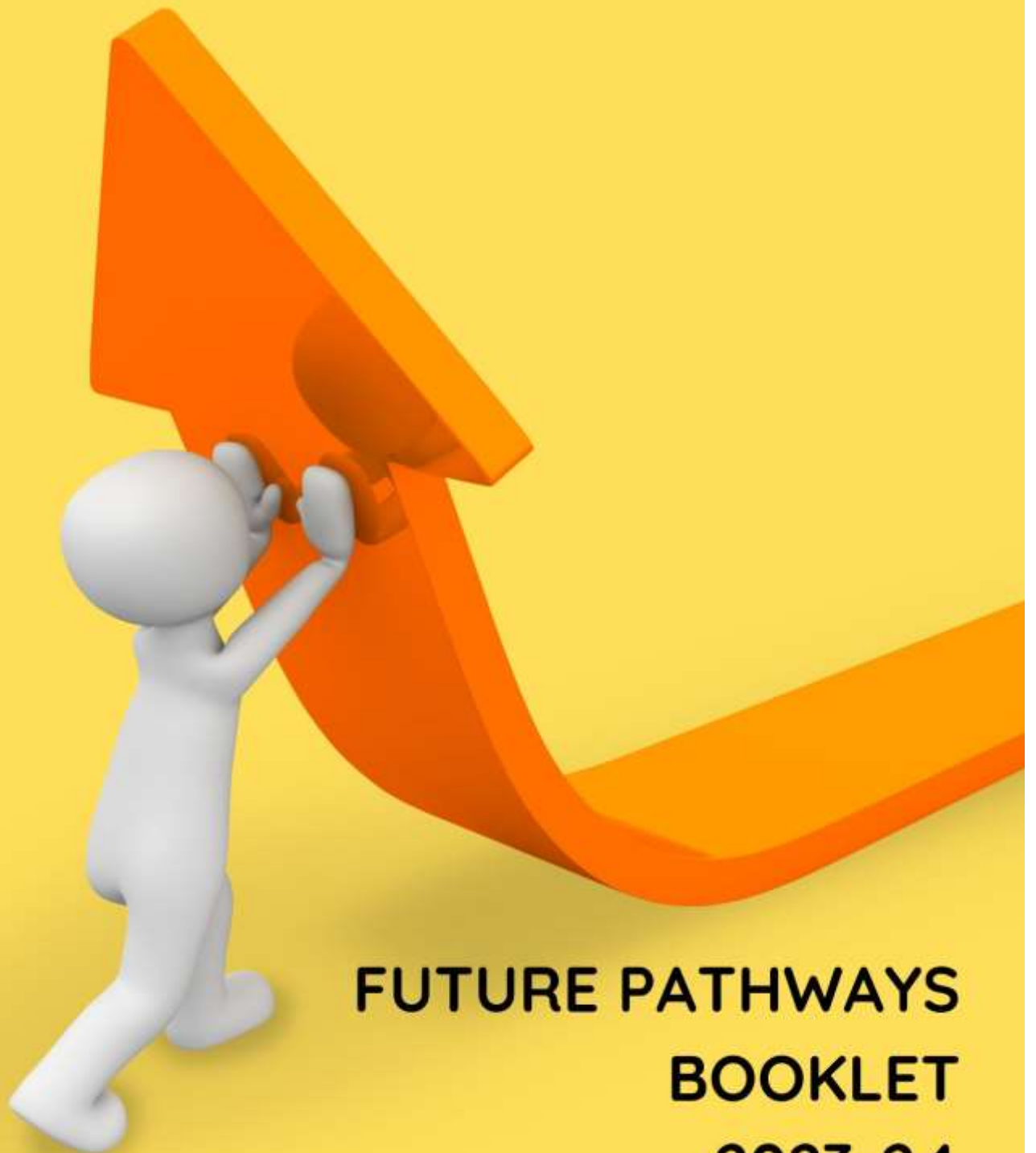


MOOR HOUSE COLLEGE



**FUTURE PATHWAYS
BOOKLET
2023-24**

Aim:

1. The aim of this booklet is to provide you with some options and ideas of pathways students might like to consider when leaving and transitioning from Moor House College (MHC);
2. To provide students with a clear outline of the support provided by MHC as part of the transition process.

Contents:

Section A: Future Pathways _____ **Pages**

- | | |
|--|-----|
| 1. Different Qualifications and Pathways | 3-5 |
| 2. Are you considering University? | 6-7 |
| 3. Are you considering Apprenticeships? | 8-9 |
| 4. Are you considering employment? | 10 |
| 5. Local offer | 12 |

Section B: Transition Support _____ **Pages**

- | | |
|--|-------|
| 6. An outline of the support provided by MHC as part of transition | 12-14 |
| 7. Useful links | 18 |

Do you have any questions or would like to discuss the different options? Please contact MHS&C office at: parents@moorhouseschool.co.uk

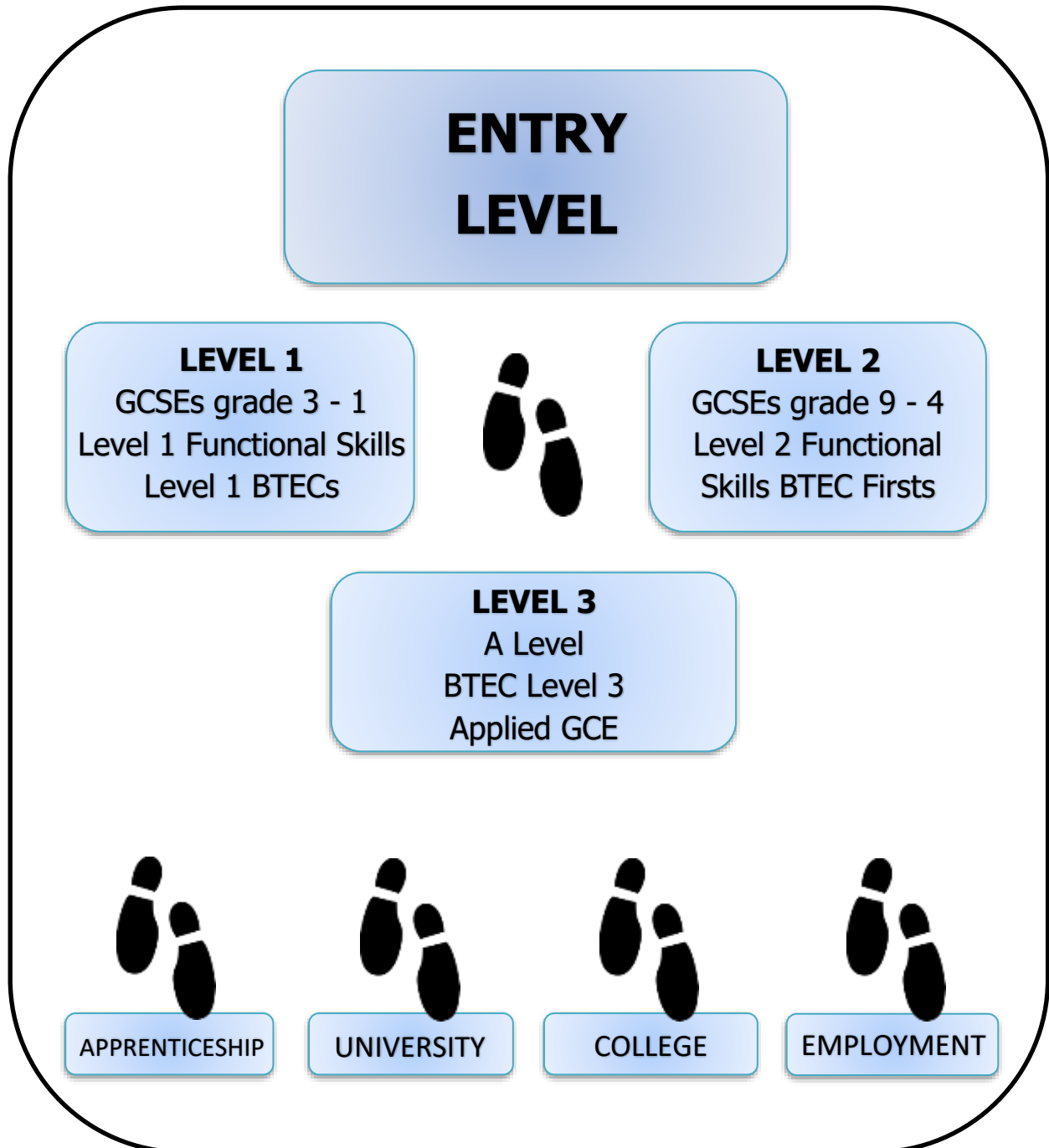
They will arrange for a meeting time to see Mrs van Niekerk to discuss the different options.

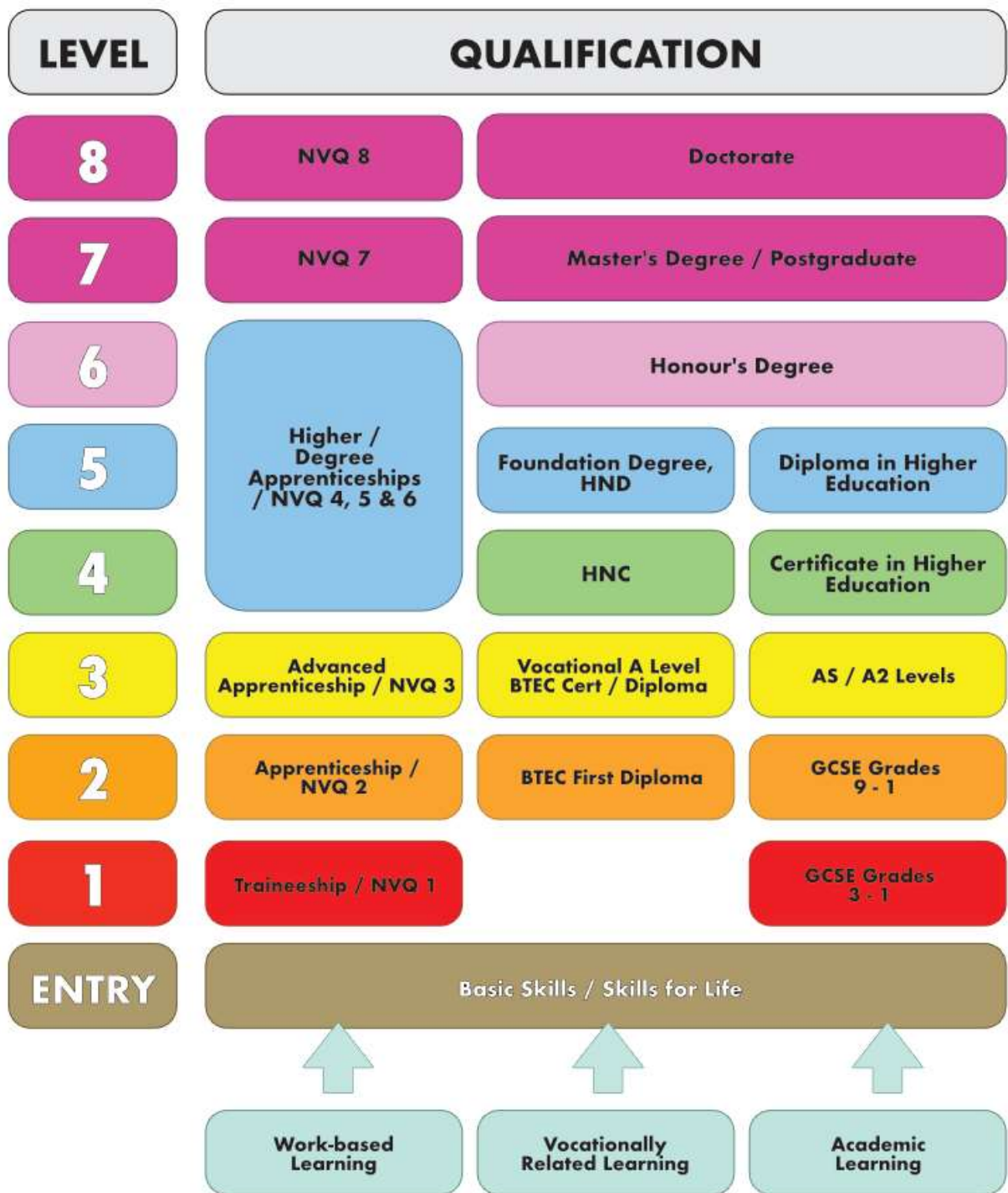
Section A:

1. Different qualifications and Pathways:

Each qualification is offered at one or more 'levels'. You need to know which level is right for you in order to choose the right course. This diagram gives you an idea of what types of qualifications are at each level and how you can progress up the levels

- Note: **you do not have to start at level 1.**

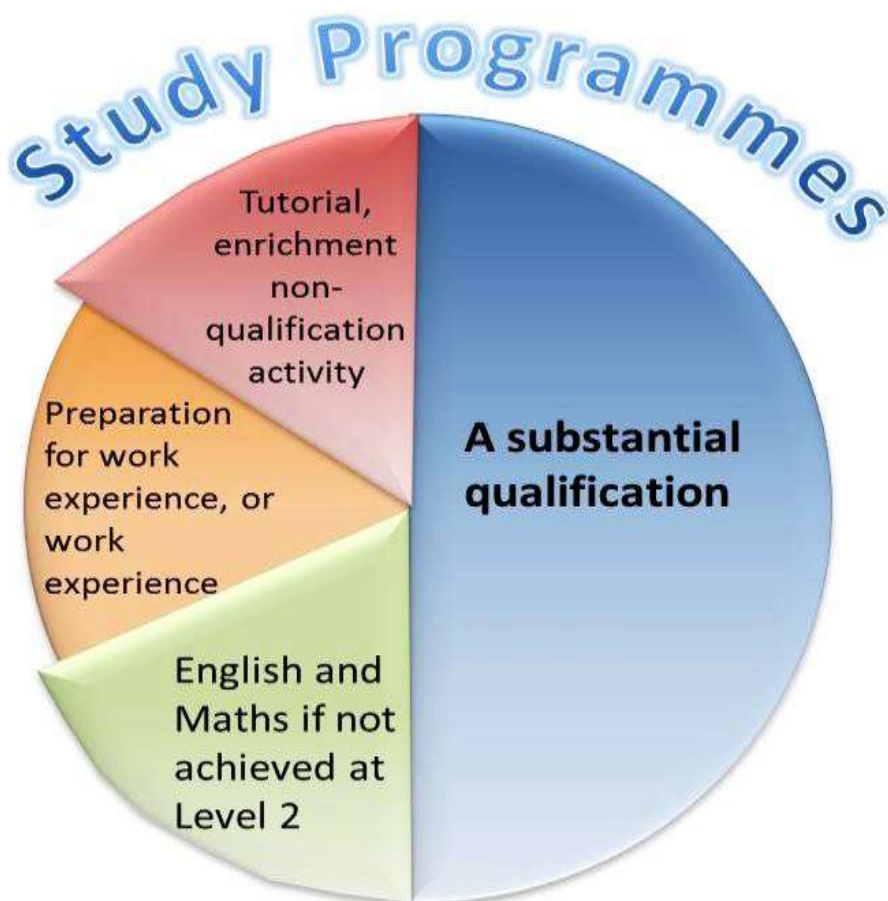




All students joining the college will follow a study programme as detailed in the diagram below.

The aim of Study Programmes is to maximise the potential of young people (16-19) to progress onto higher education and/or skilled employment by ensuring that vocational routes to higher education and employment are seen as high quality and a genuine alternative to academic routes.'

Department for Education, January 2013 (based on Alison Wolf's 2011 Review of Vocational Education)



LOCAL OFFER

LOCAL OFFER HELPS YOU FIND INFORMATION ABOUT LOCAL SERVICES, SUPPORT AND EVENTS FOR CHILDREN AND YOUNG PEOPLE AGED 0 - 25 YEARS WHO HAVE SPECIAL EDUCATIONAL NEEDS OR DISABILITIES (SEND)



The **Local Offer** is a document that contains the guidance and advice from your local authority on what provision and support is available in your area.

This is a document that will be sent to each student's parents at the start of the spring term to consider prior to attending the "Next Steps" meeting with Moor House staff.

The Local Offer can help you with:

- Finding out about the support available to you at college
- Deciding what to do when you leave school
- Finding a job
- Find out about different types of local transport and how to get travel training

This document can also be found on your Local Authority website.

LOCAL OFFER

Are You Considering College?



When choosing a higher education course, think about which subjects interest you, the type of qualification you want and which style of studying suits you best.

Choosing your course

There are a range of subjects and courses available which can help you get new jobs, so it's important to research what's right for you.

Many courses are work-related, and lead straight into a job such as nursing or landscape gardening. Others are academic and range from subjects you may have studied before in school.

You'll need to look past the course title because courses with exactly the same name may differ a lot. You should look carefully at the differences between courses within your subject before deciding which to apply for.

For example, if you're interested in construction but wish to use your creative skills, you may be better suited to a building design management course than a building project management course.

Course differences and entry requirements

Higher education courses are put together by each individual college, so what's included and how they are delivered, may vary enormously.

Colleges set their own entry requirements for higher education courses so they may really vary. Two colleges providing the same course may have different entry requirements so you may have to think about a different course if you don't meet their minimum entry requirements.

Style and types of learning

You'll need to think about the style of learning that best suits you, as there are quite a few options, including:

- learning full-time
- learning part-time
- flexible learning routes like e-learning or distance learning courses

While it's important to study a subject you enjoy, if one of your reasons for going into higher education is related to a career, it's worth thinking about what type of job you want when you've finished your course.

Choosing where to study

Where you study can be almost as important as what you study.

Issues to consider

Although course and location are really important when you're choosing a place to study, it's also worth thinking about:

- size of the college
- entry requirements for your chosen course - these can vary across institutions
- tuition fees and other expenses

Finding out more about courses and colleges

Once you've got a shortlist of courses that appeal to you, it's worth looking at some of the other sources of information about them like independent reports. These provide information on the numbers of students who finished the course, student satisfaction and more.

Support during your course

It's worth researching the help and support that would be available to you at different colleges. This may vary widely depending on which college you attend and the type of help and support you need. All colleges will have support staff to help you with problems.

If you have a disability

Knowing beforehand about the support available can be especially important if you have educational needs. Colleges have an obligation to make provision for disabled students. You may also qualify for extra financial help.

<https://www.nidirect.gov.uk/articles/disability-support-in-higher-education>
<https://www.nidirect.gov.uk/articles/financial-help-students-disabilities>



Are you considering Apprenticeships?

(Please note that all of the advice and information below is obtained from the <https://www.gov.uk/apprenticeships-guide> website)

What is an Apprenticeship?

Apprenticeships combine practical training in a job with study.

As an apprentice you'll:

- Work alongside experienced staff;
- Gain job-specific skills;
- Earn a wage and get holiday pay;
- Study towards a related qualification (usually one day a week).

Are there different types of Apprenticeships?

Apprenticeships take 1 to 4 years to complete depending on their level.

Apprenticeships have equivalent educational levels.

INTERMEDIATE APPRENTICESHIP	ADVANCED APPRENTICESHIP	HIGHER & DEGREE APPRENTICESHIP
<ul style="list-style-type: none">• Level 2• 12-18 Months• Equivalent to 5 GCSEs A*- C	<ul style="list-style-type: none">• Level 3• 12-48 Months• Equivalent to 2 A-levels	<ul style="list-style-type: none">• Level 4, 5, 6, 7• 24+ Months• Equivalent to foundation degree level+

Can I apply?

You can apply for an apprenticeship while you're still at school. To start one, you'll need to be:

- 16 or over;
- Living in England;
- Not in full-time education.

<https://www.apprenticeships.gov.uk/apprentices/browse-apprenticeships>

How to apply

There are 3 steps to applying for an apprenticeship.

1. Search for an apprenticeship on <https://www.gov.uk/topic/further-education-skills/apprenticeships>
2. Sign in or create an account.
3. Complete and submit your application.

Who will help me with my application?

Mrs. van Niekerk and all the Staff at Moor House College will help you with completing your applications, preparing for interviews and the questions you might be asked. You can also find advice on the National Careers Service has advice on writing applications and what to do at interviews.

What if my application is not successful?

You can ask for feedback if you don't get selected for an interview or for the apprenticeship.

Apprenticeship helpline Telephone: 0800 015 0400 8am to 10pm, 7 days a week
nationalhelpdesk@apprenticeships.gov.uk

Will I get paid?

- You'll be paid during your apprenticeship;
- You're entitled to the National Minimum Wage for an apprenticeship;
- The current minimum wage rate for an apprentice is £3.90 per hour from April 2019;
- This rate applies to apprentices under 19 and those aged 19 or over who are in their first year;
- You must be paid at least the minimum wage rate for your age if you're an apprentice aged 19 or over and have completed your first year;
- Check you're being paid the minimum wage with the national minimum wage calculator.

(The calculator can be found at <https://www.gov.uk/national-minimum-wage-rates> website)

Year	23 and over	21 to 22	18 to 20	Under 18	Apprentice
April 2022	£9.50	£9.18	£6.83	£4.81	£4.81
April 2023	£10.42	10.18	£7.49	£5.28	£5.28

These rates are for the National Living Wage (for those aged 23 and over) and the National Minimum Wage (for those of at least school leaving age). The rates change on 1 April every year.

How many hours will I be paid?

- You must be paid for your normal working hours (minimum 30 hours per week);
- Training that's part of your apprenticeship (usually one day per week).

Will I get any holidays?

You'll get at least 20 days paid holiday per year, plus bank holidays.

Use the holiday calculator to check holiday entitlement for apprentices.

<https://www.gov.uk/calculate-your-holiday-entitlement>

Are You Considering Employment?



If you would like to find a job and move straight into employment from Moor House College, we are here to help.

Your Speech and Language therapist will be able to support you with:

- To support student with job application (sending out applications, applying online);
- SLT to support the practice of interview skills;
- Transition Summary to be written and provided to parents This report must outline the students 'description of difficulties', 'strategies to use when working with the student', table of assessments and contact details for request of further information.

Where can I find a job?

A good place to start is to look at any vacancies in your local area, or contact your previous employers where you have completed work experience placements. Your SLT will be able to support you with this.

You can also approach local businesses that you think you might enjoy working at and ask them if they have any vacancies, again your SLT can help you draft any letters of introduction that you can take with you.

Where can I search for a job?

You can look through your local papers and through any of your local magazines for vacancies.

You can also search for jobs by following the links below:

1. <http://www.jobs.ac.uk/>
2. <https://www.gov.uk/jobsearch>
3. <https://www.studentjob.co.uk/>
4. <https://www.indeed.jobs/>
5. <https://www.prospects.ac.uk/graduate-jobs#results>

Are You Considering University?



This is a very important decision to make so take your time and talk to your parents and your Speech and Language Therapist.

If you decide you want to apply to go to University, Mrs van Niekerk and your Speech and Language Therapist will be able to help you with everything, from:

- Choosing the right university;
- Selecting the right course;
- Open days/ visits to the different universities you are considering;
- Questions to ask when you visit a university;
- Preparing to submit your application;
- Writing your personal statement;
- Look into Student Finance <https://www.gov.uk/student-finance>
- Avoiding common mistakes;
- Preparing for the interviews;
- What to do when you receive your offer letter;
- What to do if you don't receive an offer letter;
- The entire UCAS application process – so you don't have to worry about anything.

Here is some general information you need to know, but if you want to go to University, please see Mrs van Niekerk for the University guide/ booklet.

UCAS

Applications to almost all UK full-time undergraduate degree courses are dealt with online through UCAS. UCAS is the Universities and Colleges Admissions Service. UCAS does not make any decisions about allocating places at university; it is just a service that manages the application process.

All staff at Moor House College will be able to help you and will give you a 'buzzword' which you will use when you register on the UCAS website. Even before you are set up, you should take some time to browse the site to familiarise yourself with the information and guidance that is available.

Where can I find out information about the different Universities and the courses?

1. Speak to Mrs van Niekerk and get the University guide/ booklet.
2. The UCAS website is also a good starting point for your research. It will enable you to search for courses and look at their entry profiles, but you should see this as a directory, rather than your only source of course information.

<https://www.opendays.com/calendar/>

How many Universities can I apply for and what questions will they ask?

Applying online through UCAS allows you to apply for up to **five university courses** with just one form. The form asks for:

- Personal details (name, contact details etc.);
- The universities and courses you want to apply for;
- The schools and colleges you have attended;
- The qualifications you already have as well as those you still have to take;
- Details of any employment or work experience;
- Your personal statement;
- A reference from your school or college.

What is the UCAS Tariff?

The grades you achieve in your qualifications may be converted into points known as UCAS points. Some universities just look at grades, some just look at total points, and some look at a combination. This system is known as the UCAS tariff. You can find a fuller explanation of how the tariff works, as well as a full list of the current points for each grade and qualification here: <https://www.ucas.com/ucas/ucas-tariff-points>

When will I know?

Universities will make offers of places based on the achievement of certain grades and/or points. The information listed under 'entry requirements' for each course is an indication of the typical grades the university will look for before considering making an offer. You should look at these guideline grades to see if you can realistically achieve those before you apply.

On certain courses you may also be required to take an admissions test, or entrance exam.

Is the University course only Fulltime?

No, for part-time degree courses, you will need to apply directly to the university. Also, if you wish to study for any course with the Open University, you will currently need to apply directly to them. The Open University does not have entry requirements for most of its courses, so it is important to contact them for guidance on course choice if you are thinking of applying to them:

Section B: Transition Support Checklist

Transition on from Moor House School & College Procedure:

1. A Decision is usually made at the Annual Review as to student's plans for upcoming academic year. This will be documented on students Head Teacher Report.
2. The pathway booklet and the Local Authority offer is sent to all parents during the Autumn term of a student's final year at Moor House, in preparation for the Annual Review and also to help students/ parents and carers when starting to explore their options;
3. Parents/ carers/ Local Authority and the student is then invited to a "Next Steps" meeting with the Moor House team in the Spring term to discuss the students Next steps, transition and all parties involvement and actions required to ensure a successful transition.

All students transitioning:

- SLT to ensure EHCP is received and finalised;
- SLT to support one interview for university/college if required;
- SLT to support student prepare for interviews;
- SLT to offer a visit to students' local community (with parents) to visit next provision or to support where possible with applying for jobs, problem solving scenarios and getting a feel for the community so we can best understand and support transition and the student's feelings surrounding this.
- In the summer term 1:1 therapy sessions will be solely focussed on 'transition' which includes building confidence and learning specific skills for independent adulthood such as form filling, booking medical appointments, job applications, CV writing, budgeting, awareness of local facilities, travelling and booking/cancelling holidays / accommodation, online booking, making complaints, bill payments, cancelling direct debits, politics, social scenarios (splitting bills etc.) and also on specific taught skills to support language development;
- SLT to ensure that the student has a Curriculum Vitae, generic Application Letter, Personal Statement written in collaboration with the student. This documentation should be provided to parents.

Student Transitioning onto University

- SLT to make a link with a key contact person at pupil's next placement. Parents may be able to advise who this would be;
- SLT to ensure parents are aware to share any correspondence relating to form filling and to provide information requested by the university as required;
- Transition Summary to be written and provided to_next placement. This report must outline the students 'description of difficulties', 'strategies to use when working with the student', exam considerations, and contact details for request of further information;
- If possible, SLT to visit new provision to meet with staff (lecturers and/or student support staff) to ensure accurate understanding of needs and strategies for support. (The EHCP will cease if the student goes to university)

Student Transitioning onto College

- SLT to make a link with a key contact person at pupil's next placement. Parents may be able to advise who this would be;
- Ensure that EHCP/Statement is shared with College placement (prompt parents to share this);
- Transition Summary to be written and provided to_next placement. This report must outline the students 'description of difficulties', 'strategies to use when working with the student', table of assessment scores if necessary, exam concessions and contact details for request of further information;
- If possible, SLT to visit new provision to meet with staff and provide handover.

Student Transitioning into World of Work

- SLT to support student with job application (sending out applications, applying online);
- SLT to support the practice of interview skills;
- Transition Summary to be written and provided to_parents This report must outline the students 'description of difficulties', 'strategies to use when working with the student', table of assessments and contact details for request of further information.

The LA would no longer be responsible for a young person if:

- The young person has taken up paid employment (excluding apprenticeships);
- The young person has started higher education (university);
- a young person aged 18 or over has left education and no longer wishes to engage in further learning;
- The young person has turned 25; or
- The child or young person has moved to a different LA.



Appendix A: Questions to ask when visiting Universities.

University questions

On an Open day prior to any applications:

- What grades do you need – and can you still get a place if you don't quite get the grades?
- Which qualifications and combinations of qualifications do you accept / prefer?
- If they use the UCAS tariff, will they count all your qualifications?
- Is it worth applying for more than one course?
- How do they select which candidates to make offers to?
- What do they look for in your application and personal statement?
- Can they recommend any reading or activities to inform your personal statement?
- Do they hold interviews or is selection based on your UCAS application?
- How do they feel about gap years and deferred entry applications?
- Is it an advantage to get your application in early?

Questions to ask about your career prospects:

- How will the course make you more employable? Do they offer or arrange placements?
- What have previous students gone on to do after graduating?
- What proportion goes on to postgraduate study? Do you need to do a postgraduate course to get a job?
- Do they know what past students are doing two or three years later?
- What careers guidance facilities are there?
- Do they run job fairs?

Questions to ask about the accommodation:

- Is a place in Halls guaranteed? What accommodation is available off-campus?
- Would a place still be guaranteed if you made the university your insurance choice?
- What does it cost – and what's included in that cost?
- Will you have to move in and out each term?
- What are the pros and cons of catered versus self-catered?
- How big are the rooms – are some bigger than others?
- How quiet are they?
- Can you put stuff on the walls?
- How secure is it?
- Do most students stay on campus at weekends?
- What happens in years two and three?
- How far will you have to travel to get into university and around town?
- Can you bring a car?

Questions to ask current students:

- What are the best and worst things about university in your opinion?
- How have you found the course so far – what are the teaching / facilities / support / field trips like?
- Are some halls of residence better or worse than others?
- What's the town / city like?

Questions to ask about your everyday costs:

- How do the costs actually break down? How much money will you need to survive?
- To what extent will you need / be able to find part-time work?
- What bursaries, scholarships or fee waivers are there and how do you apply?
- How do placements or a year abroad or a year in industry affect your costs or tuition fees?
- What's on offer in terms of cheap student deals / nights out / places to eat?



Useful sites

Some helpful information and Tools to use to explore the options available to your son/daughter:

1. The Employment Passport: <https://www.myemploymentpassport.com/about>
2. Helpful website to give advice on different services and opportunities available: <https://www.talentinocareers.co.uk/>
3. <https://www.gatsby.org.uk/education/focus-areas/good-career-guidance>



Pathway CTM is an award winning Social Enterprise that is transforming employability training, support and opportunities for schools and students. They provide an award-winning programme to thousands of students throughout the UK, helping young people make informed decisions about their next step from leaving school. Often choices and opportunities are not clear enough for students, when in fact there are many amazing paths that are out there for each and every student.

It is their role to make young people aware of the paths available for school-leavers as an alternative to university and to prepare them for the application process to make each and every candidate that goes through our programme **#JobReady**. Through employability/insight days, peer to peer mentoring and a unique student portal that gives students access to valuable resources and information regarding school-leaver options – we will do all we can to support students to reach their next step.

Their awards include being an official UnLtd Award Winner, making them a recognised social enterprise, as well as being accepted onto the School for Social Entrepreneurs Programme which is supported by Lloyds Bank and the Big Lottery Fund.

<https://pathwayctm.com/parents/>

Work Experience applications for **East Surrey Hospital** can be found at the address

Surrey and Sussex  below (process may be closed).
Healthcare NHS Trust

<https://www.surreyandsussex.nhs.uk/working-for-us/work-experience/>

NHS Job opportunities can be found here -

<https://www.healthcareers.nhs.uk/>



Applications to the university taster courses are now open on the University Taster Course Programme website:

<https://london.ac.uk/ways-study/study-campus-london/university-taster-courses>



FUTURE WISE

<https://targetcareers.co.uk/careers-advice/skills-and-experience>





Mill Lane
Hurst Green
Oxted
Surrey
RH8 9AQ

parents@moorhouseschool.co.uk
<https://www.moorhouseschool.co.uk/>
<https://www.justgiving.com/moorhouseschool>

Charity No 311871