

11 November 2021

Dear Parents/Carers

### **Re: Post-16 Applications for Year 11 Students**

Over the course of this first term, your son or daughter will be making important decisions about their future. There is no doubt that these decisions are not easy, especially bearing in mind the ever-changing educational landscape and the inevitable impact and legacy of Covid-19. By working together with our Year 11 students, and with your continued support, we can certainly help them to make appropriate, well-informed choices as they prepare for the next stage of their education.

Essentially, the three main options that are available to all students leaving Year 11 are:

- A Level courses at school sixth form centres or Further Education colleges;
- Vocational courses at a Further Education college;
- Apprenticeships (Employment with training).

We would also like to take this opportunity to remind you that it is a legal requirement for all students to remain in education, or employment with training, up until the age of 18. Students can apply to more than one sixth form, college or training provider and we would always recommend that students make at least two applications. This would be their first choice followed by a good 'plan B' or back up option, just in case they are not successful in securing their first choice. Given the competitive nature, coupled with the current economic uncertainties, all students aiming to secure a place on an apprenticeship programme for September 2022 as their first choice, should also submit a full-time college application as a reserve option.

This term, students will need to:

- Visit college websites for information on virtual or in person open events that are taking place at local Further Education colleges and sixth form centres that are of interest to them;
- View online prospectuses, which are accessible from all college websites, research courses of interest and find out more about the course entry requirements;
- Complete their applications for entry to a sixth form centre or college by the end of this term in December 2021 via the various college websites using their online application systems;
- If relevant, research apprenticeship opportunities and register their interest online via the government apprenticeship website [www.apprenticeships.gov.uk/](http://www.apprenticeships.gov.uk/).

Throughout this term, your son or daughter has been introduced to the Post-16 application process by their form tutor, pastoral team and the careers team; an informative careers information booklet is also available on the academy website:

[https://www.johnsmeatonacademy.org.uk/wp-content/uploads/2021/10/Post-16-Options-Booklet-2021\\_AW98.pdf](https://www.johnsmeatonacademy.org.uk/wp-content/uploads/2021/10/Post-16-Options-Booklet-2021_AW98.pdf)

We strongly recommend that all students, if they have not done so already, actively now commence researching the Post-16 courses and online open events that are available, and of interest to them, across Leeds and further afield. A summary document detailing the local Post-16 providers, together with their contact details and details regarding their open events are available in the Post-16 Information Booklet.

We have detailed the main timescales pertaining to the Post-16 application process at the end of this letter, however, in summary, the time scales for the application process that you need to be aware of for college applications are as follows:

- From mid October 2021, most Post-16 providers have made their new 2022 courses visible on their websites, together with their online prospectuses. They will also post additional information about their own application process on line.
- From late October, but only when they are ready, students can begin making applications at home using the online application sites for each college. All students should complete their applications by Friday 10 December 2021.
- From November 2022, drop-in application support sessions with the Careers team will be taking place in the academy for anyone who needs extra help or advice. Initially, please contact Mr Cornfoot or Miss Smail for additional support.
- By Friday 10 December 2021 all Year 11 students should have made at least one Post-16 online application, ahead of the final January deadline. A second application as a backup plan is also strongly advised.

When making online applications, students could be asked to enter their 'predicted grades' for each subject they are currently studying. Students' predicted grades, along with minimum expected target grades and current assessment point grades have recently been shared in the Year 11 Assessment Point One summary report. Students should also have a record of their assessment point one data recorded in their planner.

**At this stage it is important to stress that a predictive grade is aligned to the examination system and is not indicative of any potential Teacher Assessed Grades (TAGs) which may or may not be requested this year.** Moreover, it is particularly important that students carefully consider the entry requirements specified for each course that they are applying for and that they compare these to their GCSE predicted grades, and their current Assessment Point data.

For some colleges, students may be asked to enter their UPN (Unique Pupil Number) or their ULN (Unique Learner Number) when making online applications and therefore, in order to support our students with their applications, if you require this information, please speak to Miss Smail in the first instance. A small number of colleges may also ask a student to submit a 'personal statement' and guidance on how to do this will be shared with all students in due course.

The GORSE Academies Trust's Further Education college, Elliott Hudson College Boston Spa (EHCBS), is now well established and students currently studying within The GORSE Academies Trust are prioritised within the college's admission structure. We would, however, like to reinforce that students will only secure a place if they fulfil all of the admissions criteria and they secure the

GCSE grades required to meet, or exceed, the entry requirements for their selected courses. Recent examination results place Elliott Hudson College Boston Spa as one of the highest performing Post-16 provisions nationally; as a result, the demand for places is incredibly high. Please refer to the college's website in order to obtain further information about their provision and the application process: <https://www.ehc.bostonspa.leeds.sch.uk/>.

The careers team at John Smeaton Academy are here to support students and parents/carers who may require further guidance. Parents/carers are also welcome to contact us directly by telephone or email [JSA\\_Careers@johnsmeatonacademy.org.uk](mailto:JSA_Careers@johnsmeatonacademy.org.uk) should you require any further information.

Yours faithfully



Mr M. Cornfoot  
TGAT Partnership Director

Miss L. Smail  
Assistant Principal

## Checklist and Guidance for Post-16 Applications 2021-22

1. Applications for most colleges are now open and you should have started researching the courses on offer at the different providers as well as attending open days. Check the individual college websites or the posters around school for details. Applications are all to be made online, directly to the college that you are interested in via their website.
2. Each college has their own deadline, however, we would like you all to have made your college applications before we break up for Christmas and by **Friday 10 December 2021**. This will then ensure that you are prepared well enough in advance for any interviews that you may have to prepare for and so that you can focus fully on your studies once we start the new term in January and not be still worrying about missing college deadlines.
3. Before you apply, ensure you know all your personal details including home address, post code, date of birth, parent name and contact and details of a **reliable personal email contact**. If you don't already have an email account you will need to make yourself one!
4. **Once you have made your applications, you must constantly check your emails, including the spam/junk folder.** Make sure your contact details are accurate and kept up to date as this will be used by colleges to invite you for an interview if necessary and to communicate any important messages.
5. When you make an application, you may be asked for your **Predicted Grades** for some applications. You may also need to enter all the subjects that you are studying in year 11, which you will complete in June 2022. Use your Assessment Point planner pages, or your most recent assessment report to ensure that all subjects are covered. Check with your subject teachers if you are unsure and make certain that this information is up to date. **Remember it is highly likely that it will be your predicted grades and not your mock exam or current grades that you enter. Colleges will ask school to verify these grades when they ask us for a reference so they need to be accurate!**
6. Applications to Notre Dame sixth form require you to produce a **Personal Statement**. There is a power point and a support booklet with some examples in to help you produce your own should you need one. Please speak to your form tutor, Miss Smail or Mr Cornfoot in the first instance.
7. Your school reference will be done by the Year 11 pastoral team. This will be sent directly to the college once a request is made by them. All you have to do when you are applying is tell the college to send their reference request to [enquiries@johnsmeatonacademy.org.uk](mailto:enquiries@johnsmeatonacademy.org.uk) and this will then be followed up by a member of the team once the request is made to us.
8. **As soon as you are ready you can begin to make applications.** Most applications will open from mid-October 2021. You can apply to a number of different providers but 2 or 3 applications are probably better. We advise all students to make at least 2 applications, with your first choice or 'Plan A' and a back-up 'Plan B'
9. A "Plan B" is essential, especially if you are unsure what grades you will get in your GCSE's next summer or in case you change your mind or in case you aren't successful in your first-choice application. You can always reject these later but once deadlines have passed, it is very difficult to submit late **applications and this is not possible at all for Elliott Hudson College Boston Spa. This is why we want all applications to be made before we break up for Christmas, 2021**
10. If you are applying to Elliott Hudson College Boston Spa for A level courses remember to **select 3 subjects**. This is usually the same at most sixth forms for A' level courses
11. To qualify for a place at Elliott Hudson College Boston Spa you need to be aware that their entry requirements are very strict, even for schools within the trust. **You must... meet the application deadline, accept any offer they make to you within the 10-day deadline**

**following your interview, secure the required grades, attend their open events and taster days as requested and respond promptly to any correspondence**

12. Apprenticeship vacancies which are relevant to current year 11 students won't begin appearing until at least March 2022 so we will come back to this closer to the time. **If you are interested in securing an apprenticeship as your plan A or plan B, you must still make an application for a college course now as a back-up, otherwise you will miss the deadline.** Apprenticeships are never certain and not every student who wants one will be successful in securing one so you must still apply for a college course now, just in case!
13. If you have any further questions regarding your post-16 applications please do not hesitate to contact Miss Smail or Mr Cornfoot. A member of the team will be available here every day, either just before morning registration or during break/lunch or just after school. You can request a meeting or a follow up by calling in to the office or by emailing [JSA\\_Careers@johnsmeatonacademy.org.uk](mailto:JSA_Careers@johnsmeatonacademy.org.uk)