



A Guide for Schools – Supporting positive transitions for school leavers



**LIVERPOOL
CITY REGION**
COMBINED AUTHORITY

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CAREERS HUB

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- Ensure Gatsby Benchmark compliance to ensure students have the right knowledge and understanding from KS3-KS5.
- Ensure the careers programme provides schemes of learning designed to support understanding of all qualifications and pathways available post 16/18 and beyond.
- In order to raise aspiration young people need to understand how qualifications achieved in school directly link into future qualification options and pathways.
- Provide opportunities for students to explore information about the local and national labour market using websites such as:
www.nationalcareers.service.gov.uk/explore-careers
www.lcrbemore.co.uk/careers/



Work with college liaison teams, training providers and employers to plan in PAL compliant activity from KS3 that could include; Presentations, visits, tours. *Refer to the school liaison section on relevant college / university websites for a menu of support on offer.

Work with higher education providers to run information sessions aimed at improving understanding of undergraduate courses and entry requirements. Helping students see the link between post 16 and 18 pathways will help inform students with subject choice, improve transitions and also raise aspirations.

Ensure students understand where they can find information about sixth form, college, apprenticeships, internships, training and employment. Ensure the careers section on the school website is comprehensive and share the link with students and parents.

Book in ASK sessions to raise awareness of the apprenticeship and T Level pathways www.lcrcareshub.co.uk/resource/ask-service/



Application Assistance

Schools can provide guidance and support to students throughout the application process. This could include lunch time or after school drop in sessions, helping students research colleges, draft personal statements, prepare application materials, and meet deadlines.

Information and guidance for parents

Schools and colleges could actively involve parents and families in the transition process this may include providing resources and information sessions and sending out alerts and updates regarding open days as well as regular communications via email, social media and newsletters.



Meet the needs of all pupils

Ensure pupils with special educational needs and disabilities are well supported and prepared for transition, careers advisors should work closely with parents and sendco.

Ensure looked after students are well supported and prepared for transition, careers advisors should work closely with those involved in PEP meetings.

Ensure students in all vulnerable groups are well supported including but not limited to; young carers, students from low income families, and those experiencing mental health issues or family difficulties and refugee or migrant students.

Other top tips

Ensure information and guidance is available on results day via: college representation, careers advisors, or provide resources and support guides.

Keep comprehensive lists of student intended destination data, work with the careers advisor and form tutors to keep this up to date – ensure this is shared with the local authority 16-19 teams.

Liaise with local authority teams to obtain activity survey data and destination data to support continuous improvement.

Ensure all students complete the Future Skills Questionnaire so you can identify gaps in knowledge early to inform interventions and further improvements.





Useful resources

Tackling NEET Toolkit – Developed in collaboration with educators and local authority professionals these research-informed tools offer practical and CPD support for professionals working with young people at risk of NEET/ Early School Leaving – www.resources.careersandenterprise.co.uk/resources/tackling-neet-toolkit.

16 to 19 Bursary Fund – www.gov.uk/1619-bursary-fund

Financial support available for further education, including bursaries.

National Careers Service –

www.nationalcareers.service.gov.uk/

Careers information, advice and guidance. Support and advice available online, web chat and via telephone.

Career Connect – www.careerconnect.org.uk/services/careers-support-for-16-25-year-olds/

Advisors will work with young people if they are 16–18-years old or up to age 25 if they have an Education Health Care Plan and not currently in education, employment or training.

The Careers & Enterprise Company –

www.careersandenterprise.co.uk/

LCR Careers Hub - www.lcrcareershubs.co.uk/

Liverpool City Region Careers Hub

LCR Be More – www.lcrbemore.co.uk/

LCR Be More is the website and app for skills and career options in Liverpool City Region.

Skills for Careers – www.skillsforcareers.education.gov.uk

Apprenticeship Support Centre – www.apprenticeships.gov.uk/apprentices/support-centre

Digital Support - www.helpingyouonline.co.uk

- Digital skills training
- Data services
- Helplines
- Digital inclusion hubs



Local support to secure employment and training

www.sthelens.gov.uk/waystowork

liverpoolinwork.co.uk/home/support-and-training/

www.seftonnetwork.net/

www3.halton.gov.uk/Pages/business/businesssupport/Employer-Support.aspx

www.wirral.gov.uk/jobs-and-training/help-finding-work

www.knowsley.gov.uk/jobs/help-finding-work

Local offer websites provide information for children and young people up to the age of 25 with special educational needs and disabilities (SEND) their parents or carers - all in one place.

1. www.liverpool.gov.uk/children-and-families/special-educational-needs-and-disabilities/send-local-offer/
2. www.seftondirectory.com/kb5/sefton/directory/localoffer.page?localofferchannel=0
3. www.localoffer.haltonchildrenstrust.co.uk/
4. www.new.sthelens.gov.uk/SEND
5. www.knowsleyinfo.co.uk/knowsley-local-offer-send
6. www.sendlowirral.co.uk