

# Intouch... with Beyond 16 Options

2010/2011 edition

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## Introduction

In Year 11, your daughter or son will need to decide what they want to do when they leave school. This newsletter helps you to support them with their choices and shows you where to find useful information and guidance.

Your daughter or son will receive a copy of the Connexions Birmingham **Beyond 16** booklet which has lots of information and advice on career planning and Year 11 options. **Beyond 16** is sent out to schools in September.



## Your teenager's options

Your daughter or son will have four main options, or **learning pathways**, to choose from when they leave school.

Education	Apprenticeships	Foundation Learning	Jobs
<p>Taking an education course can help your daughter or son gain useful qualifications.</p> <p>They may be able to stay on at their school if it has a sixth form, or choose another school or college.</p>	<p>An Apprenticeship gives young people the chance to learn hands-on skills while working for an employer.</p> <p>They could gain NVQs and other qualifications.</p>	<p>Foundation Learning is a new programme which helps young people gain qualifications, skills and confidence.</p> <p>Foundation Learning replaces Entry to Employment (e2e) from September 2010.</p>	<p>If your teenager finds a job with training, they could learn new skills while they earn.</p> <p>They might even have the chance to gain some qualifications while they work.</p>

**If your daughter or son has learning difficulties and/or disabilities:** Depending on the support they need, your daughter or son will have the same opportunities as any other young person when they leave school. In many cases, schools, colleges and work-based learning providers can give your daughter or son extra support to help them achieve. **Foundation Learning** (see **Did you know about...?** on page 2), in particular, is designed to help young people with a wide range of abilities to gain confidence and skills for independent living.

You can find out more about all these options on the Connexions Birmingham website. Visit [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) then go to **Connexions web** and choose the **Beyond 16** Quicklink button. For information for young people with learning difficulties and/or disabilities try the **What next?** Quicklink.

## Did you know about...?

### The September Guarantee

The September Guarantee promises a place in learning for every young person after Year 11. This also includes 17 year olds who have done short courses or decided to change course, therefore giving them the chance to stay in learning.

A place in learning includes education at school or college, an Apprenticeship, Foundation Learning (previously called e2e) or a job with training which leads to a Level 2 qualification. See **All about qualifications**, which starts on page 4, for more about qualification levels.

In January 2010, the government also offered a January Guarantee for 16-17 year olds not in employment, education or training. Due to the recent change of government, it's unclear whether the January Guarantee will be offered in 2011.



### The Local Area Prospectus

[www.youchoose14-19.co.uk](http://www.youchoose14-19.co.uk) features a searchable database of school and college courses, Apprenticeships and work-based learning opportunities on offer in the local area.

### The Diploma

This is a new qualification for 14-19 year olds, which combines classroom study with work placements and hands-on experience. The first Diplomas were introduced in September 2008 and are now available in up to 14 different subjects, including Travel and Tourism, IT, Engineering and Retail – you can find the full list at <http://yp.direct.gov.uk/diplomas> just go to **Subjects**.

The Diploma is available at Foundation, Higher or Advanced levels – see **All about qualifications**, which starts on page 4, to find out how The Diploma compares to GCSEs and other qualifications.

As The Diploma is a new course, it's not available in all schools and colleges. You can check which schools and colleges offer which Diploma subjects using the course grids in the **Beyond 16** booklet, which goes out to schools in September.

### Foundation Learning

Foundation Learning is a new programme which gives students the opportunity to progress from Entry Level and Level 1 qualifications onto other courses, Apprenticeships or work. It can also help young people gain the skills and confidence to live independently.

Foundation Learning programmes are made up of lots of individual courses and qualifications. They are designed to be taken in bite-sized, manageable steps to suit students' interests and abilities.

You can find out more about Foundation Learning on the Connexions Birmingham website – visit [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) and go to **Connexions web** then choose the **Beyond 16** Quicklink and the **Foundation Learning** pages.

### Two ways to start an Apprenticeship

There are two different ways that your daughter or son could start an Apprenticeship. They can be taken on directly by an employer and paid a wage – this is called an **Employer-Led Apprenticeship**.

They can also join an Apprenticeship course with a college or work-based learning provider. This is called a **Programme-Led Apprenticeship**, and is designed to help students progress onto an Employer-Led Apprenticeship.

## The school leaving age

You may have heard news reports about the school leaving age going up to 18 and wondered what it could mean to you and your family. At the moment, the school leaving date is the last Friday in June in the school year when a student reaches 16.

From 2013 young people will be required to stay in **education** or **training** up to the age of 17, but not necessarily in school. From 2015, this is planned to go up to the age of 18.

This means students who are currently in Year 9 will be required to stay in education or training up to the age of 17. This could be full-time or part-time education in school, at a college, home-education or learning with a work-based learning provider or as part of a job or Apprenticeship.

Some examples of what a 17 or 18 year old could do include:

- a full-time course at school or college, for example A Levels, Foundation Learning or The Diploma
- training as part of an Apprenticeship
- a part-time college course (at least 1 day a week), which could be combined with a part-time job
- a job with training which leads to recognised qualifications like an NVQ, BTEC or Vocational Award.

Bear in mind that in May 2010 a new government came in, which means that these plans may be subject to change over the next few years.

## Money matters

Whether they're interested in Apprenticeships, jobs or staying in education, your teenager is probably keen to have their own money and be independent.

### In education, Foundation Learning or Programme-Led Apprenticeships

Currently, young people who stay in education or training may be able to claim Education Maintenance Allowance (EMA). After January 2011, EMA will no longer be available to new applicants. If your daughter or son already receives it, they can continue to get it until the end of the current academic year (June 2011).

Some students may also be able to claim money from their school, college or work-based learning provider through Learner Support Funds.

To find the latest information on EMA, visit [www.direct.gov.uk](http://www.direct.gov.uk) and go to **Education and Learning** then **Education Maintenance Allowance (EMA)**.

### In a job or Employer-Led Apprenticeship

Once your daughter or son has passed the school leaving date and started employment they are entitled to be paid the National Minimum Wage. The school

leaving date is the last Friday in June in the school year they turn 16.

These are the rates from October 2010:

- £2.50 per hour for young people on an Employer-Led Apprenticeship (see **Did you know about...? Two ways to start an Apprenticeship** on page 2)
- £3.64 per hour for 16 and 17 year-olds in a job
- £4.92 for 18 to 20 year-olds
- £5.93 for those aged 21 and over.

### Child Benefit and Tax Credits

It's also worth knowing that if your daughter or son stays in education or training between the ages of 16-19, you may be able to carry on claiming Child Benefit and Child Tax Credits to help support them. To find out more visit [www.direct.gov.uk](http://www.direct.gov.uk) and go to **Money, tax and benefits**.



## Young people and employment

If your daughter or son is interested in getting a job, remember that they won't be allowed to start full-time work until after the official school leaving date. This is usually the last Friday in June, in the school year in which they reach 16.

If they are looking for weekend or holiday work, they can start a part-time job once they reach the age of 13. However, there are some rules about how many hours and what kind of work they can do.

- They cannot work before 7am or after 7pm on any day of the week.
- They cannot work more than 12 hours a week during term time.
- They are only allowed to do "light" work, which must not be dangerous or interfere with their education.

- They are entitled to a 1 hour break in every 4 hours of work.
- Employers need to register any under 16s working for them with the local authority. If they don't do this, your daughter or son might not be covered by the employers insurance! This includes working in a family business.
- There is no set minimum wage for under 16s, it is up to the employer to decide how much to pay.



Age	When?	How many hours?
<b>13 and 14</b>	School days	Up to 2 hours a day, which must be outside normal school hours and can include up to 1 hour before school starts.
	Saturdays	Up to 5 hours.
	Sundays	Up to 2 hours.
	School holidays	Up to 25 hours a week, including 5 hours on weekdays and Saturdays and 2 hours on Sundays. Must have at least 2 weeks off work in a row during school holidays.
<b>15 and 16</b> (before school leaving date)	School days	Up to 2 hours a day, which must be outside normal school hours and can include up to 1 hour before school starts.
	Saturdays	Up to 8 hours.
	Sundays	Up to 2 hours.
	School holidays	Up to 35 hours a week, including 8 hours on weekdays and Saturdays and 2 hours on Sundays. Must have at least 2 weeks off work in a row during school holidays.

## All about qualifications

More than ever, employers are looking for young people who have the right qualifications. There are fewer and fewer unskilled opportunities available in today's job market. In fact, the government predicts that in 10 years time 40% of jobs will need a qualification at higher education degree level (that's Level 6 – have a look at the chart on page 5 to find out more).

So, getting the right skills and qualifications can give your daughter or son a big advantage in achieving the kind of career they want.

Your teenager can work towards gaining qualifications in a variety of ways - have a look at some of the examples on the next page.

- Continuing in education at school or college. They could take a general education course like A Levels or The Diploma, or a vocational Award, Diploma or Certificate which is related to an area of work.
- Taking part in work-based learning like an Apprenticeship or job with training. They could work towards NVQs or other practical, job-related qualifications.
- Joining a Foundation Learning programme to help them build skills and progress towards Level 2 qualifications.

The chart below shows the main qualifications your daughter or son could take after Year 11, and how they compare with each other.

For more about qualifications, visit [www.direct.gov.uk/en/educationandlearning](http://www.direct.gov.uk/en/educationandlearning) and go to **Qualifications Explained** to find out about A Levels, The Diploma, GCSEs, NVQs and the new Vocational Awards, Certificates and Diplomas.

You can also visit [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) and select **Connexions web**, then choose the **Beyond 16** Quicklink button followed by **Career planning** and **More about qualifications**.

How qualifications compare					
Learning Route	Entry Level 1, 2 and 3	Level 1	Level 2	Level 3	Level 4-8
General education	See Foundation Learning	GCSE grade D-G, Functional Skills	GCSE grade A*-C, Functional Skills	A Level, AS Level, A2 Level, International Baccalaureate	Degree, Masters Degree, PhD
The Diploma	Not available at Entry Level	Foundation Diploma	Higher Diploma	Advanced Diploma, Progression Diploma	The Diploma goes up to Level 3 and can prepare you to progress onto a Level 4 or higher course, or into an Apprenticeship or job
Apprenticeship	Not available at Entry Level	Not available at Level 1	NVQ 2 plus technical certificates such as BTEC First	Advanced Apprenticeship - NVQ 3 plus technical certificates such as BTEC National	Higher Apprenticeship - NVQ 4, Foundation Degree, HNC or HND
Foundation Learning	Awards, Certificates or Diplomas at Entry Level 1, 2 or 3, Functional Skills	Awards, Certificates or Diplomas at Level 1, Functional Skills	Foundation Learning goes up to Level 1 and could prepare you to progress onto a Level 2 course, a job or an Apprenticeship		
Jobs with accredited training #	See Foundation Learning	Vocational Awards, Certificates and Diplomas at Level 1	Vocational Awards, Certificates and Diplomas at Level 2	Vocational Awards, Certificates and Diplomas at Level 3	Many employers offer ongoing training at work, so you can carry on learning new skills throughout your career
Other "stand-alone" qualifications ~	See Foundation Learning	City & Guilds Level 1	BTEC First Diploma, City & Guilds Level 2	BTEC National Diploma, City & Guilds Level 3	HNC, HND, BTEC Professional Diploma, Foundation Degree

# 16 and 17 year olds who do not have a Level 2 qualification may be entitled to paid time off work for study or training. To find out more visit [www.connexions-direct.com](http://www.connexions-direct.com) then choose **Work** then **Work Schemes** and select **Time off for study or training**.

~ Some "stand-alone" qualifications may be replaced by Vocational Awards, Certificates and Diplomas over the next few years.

## 5 ways YOU can help

There are lots of things you can do to support your daughter or son with their options - here are our top five suggestions.

### 1 Help with career planning

With so many different careers and routes to choose from, how is your teenager going to decide what will suit them best? Career planning is an organised way of thinking about the options.

You can help your teenager with this process, as you probably know them better than anyone! To begin with, you could look together at the **Career Planning** section in the Connexions Birmingham **Beyond 16** booklet. Your daughter or son will get a copy of this from their school in September.

While you're looking through this, you can help your daughter or son to think about:

- what they enjoy doing
- what they are good at
- their personality - are they well-organised, creative, sociable, technical?
- the way they like to study or work – for example, do they prefer classroom teaching, hands-on practical work, projects or working in a group?

They may have some career ideas in mind already or they may need some help to come up with ideas. To help your teenager find out more about different careers you could:

- look at the **jobs4u** careers database at [www.connexions-direct.com/jobs4u](http://www.connexions-direct.com/jobs4u)

- visit the **World of work** pages on the Connexions Birmingham website to find out about 15 different job sectors - go to [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) then **Connexions web** and choose the **World of work** Quicklink button
- try out some **careers software** programs (see below).

For more about career planning, visit [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) and go to **Connexions web**, then choose the **Beyond 16** Quicklink followed by **Career planning**.

### 2 Find out about job trends

The world of work is changing all the time – the more your teenager can find out about job trends, the better prepared they'll be to get the kind of career they want.

To help your daughter or son find out more, there is a **World of work** section on our website. Visit [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) and go to **Connexions web** then choose the **World of work** Quicklink.

- The **World of work** pages have all you need to know about lots of different job sectors, including Business, Administration and Finance, Creative and Media, Engineering, Hospitality, IT and Retail Business.
- You will be able to find out about the jobs on offer, skills and interests needed, local job trends and how to get started in a career in each of these sectors.
- For each sector, there are also links to specialist websites where you can find the latest information about jobs and training.

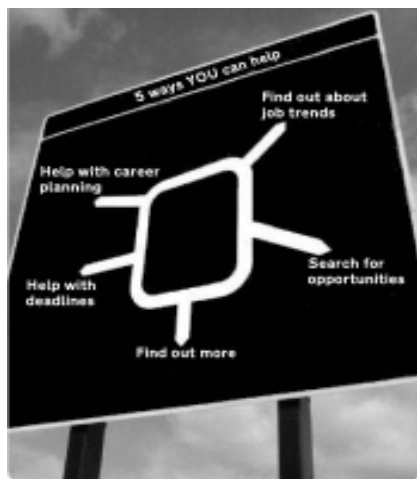
### Careers software

Career software programs are a great way to find out more about different jobs and see which ones might suit your daughter or son.

Your teenager's school or college may have a licence for students to use the careers programs **Kudos Online** and **E-CLIPS**. If so, you can look at these together online – visit [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) and select **Connexions web** then **Careers software**. You will need a password from the school or college to begin.

Alternatively, your daughter or son can use careers software at their local Connexions Centre.

- **Kudos Online** takes students through a series of questions about interests and career ideas to find out what kind of job might suit them.
- **E-CLIPS** has information on hundreds of different types of job, as well as things like career routes, choices, qualifications, health and lifestyle.



## Volunteering and personal development

- You can find opportunities for volunteering and personal development on the Connexions Birmingham website. These opportunities give your daughter or son a chance to gain experience and skills in areas ranging from first aid to dance, sports, retail and childcare. Visit [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) and go to **Connexions web** followed by either **Volunteering Opportunities Search** or **Personal Development Opportunities Search**.

### 3 Search for opportunities

You can use the Internet to help your daughter or son search for a wide range of courses, jobs and other opportunities.

#### School and college courses and Programme-Led Apprenticeships

- The Local Area Prospectus website [www.youchoose14-19.co.uk](http://www.youchoose14-19.co.uk) features a database of courses available in Birmingham and Solihull, including Programme-Led Apprenticeships (see **Did you know about...?** on page 2).
- You can also find details of school, college and Apprenticeship courses in the Connexions Birmingham **Beyond 16** booklet, which your daughter or son will get from their school in September.

#### Jobs and Employer-Led Apprenticeships

- If your daughter or son is interested in finding a job or Employer-Led Apprenticeship (see **Did you know about...? Two ways to start an Apprenticeship** on page 2), you can visit [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) and go to **Connexions web** followed by **Connexions Birmingham Job Search**. Jobs and Apprenticeships are specially chosen to be suitable for people who may not have much experience, making them ideal for school leavers.
- You can also search for local Apprenticeships using the **Search for vacancies** option at [www.apprenticeships.org.uk](http://www.apprenticeships.org.uk)

### 4 Help with deadlines

Your daughter or son will have some important deadlines coming up in this school year. Make a note of these key dates, so you can help them keep on track.

Autumn	<ul style="list-style-type: none"> <li>Time to begin career planning – help your teenager to find out about careers that interest them (see <b>Help with career planning</b> on page 6).</li> <li>School and college applications need to be sent off by <b>December 2010</b> at the latest.</li> <li>Applications for very popular Apprenticeships should also be made in the autumn term.</li> </ul>
Spring	<ul style="list-style-type: none"> <li>Applications for Apprenticeships and jobs starting in the summer need to be made early in the spring term.</li> </ul>
Summer	<ul style="list-style-type: none"> <li>The school leaving date is usually the last Friday in June. Your teenager can't start full-time work until after this date.</li> <li>Exam results come out in August – if your son or daughter didn't get the results they expected they may need some advice. Connexions personal advisers should be in school on results day and can also be contacted at your local Connexions Centre.</li> </ul>

## 5 Find out more

You can find out more about the topics in this newsletter by taking a look at some of these websites and booklets. If you don't have Internet access at home, you may be able to use it free at your local Connexions Centre or public library.

### Connexions Birmingham website

[www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions)

The Connexions Birmingham website has lots of useful information for parents and carers. Go to **Connexions web** then choose **Parents and Carers** to find out all about the help Connexions Birmingham can provide for your teenager. You'll find an online version of this newsletter, as well as pages for parents of **Young people with learning difficulties/disabilities**.

In the pages for **Young People**, choose the Quicklink button for **Beyond 16** to find out all about your teenager's Year 11 options, or **What next?** for young people with learning difficulties/disabilities. You can also find sections on **Getting a job**, **Higher Education** and the **World of work**.

### Connexions Birmingham publications

#### Beyond 16

A complete guide to Year 11 options, with a detailed section on Career Planning. Beyond 16 goes out to schools in September.

#### what next?

A guide to post-16 choices for Birmingham students with learning difficulties and/or disabilities, due out in November.

#### Job Pack

A step-by-step guide to finding and applying for jobs, including advice on job hunting, CVs, application forms, interviews and starting work. Also useful for young people applying for college courses or holiday jobs. A new edition is due out in February.

Printable versions of all our publications can be downloaded from our website at [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) (go to **Connexions web** then **Download our publications**). You can also download larger print versions of most publications.

### General information for parents and carers

[www.birmingham.gov.uk/parents](http://www.birmingham.gov.uk/parents)

Birmingham City Council webpages explaining services for parents and families.

[www.connexions-direct.com/parentcarer](http://www.connexions-direct.com/parentcarer)

Go to **Post-16 options** for lots of advice about Year 11 choices or Supporting your teenager for tips on learning styles and building confidence. Go to the **Downloads** page to get a printable **Parents and Carers guide** in a range of different languages. Choose **Listen to this site** in the top right corner to get an audio description or a text magnifier. You can also go to the young people's pages by following the link to **It's Your Choice**.

[www.direct.gov.uk/en/parents](http://www.direct.gov.uk/en/parents)

A wide range of essential information for parents, including learning, leisure, money, employment and childcare.

[www.gotateenager.org.uk](http://www.gotateenager.org.uk)

Help and advice for parents and carers of teenagers. Visit the section on **School** to find out about education and share other parents' stories.

[www.parentlineplus.org.uk](http://www.parentlineplus.org.uk)

Features a searchable directory of local services like after school clubs, child care, money advice and parenting support groups. Go to **Local Services Directory** to start your search and choose from categories including Advice and Support, Learning and Skills, Schools and Teenagers. If you want to speak to an adviser in person there is a telephone helpline on **0808 800 2222** which is open 24 hours a day.

## Parents of young people with learning difficulties/disabilities

[www.direct.gov.uk/en/DisabledPeople](http://www.direct.gov.uk/en/DisabledPeople)

Government site with information on things like rights, education and travel for disabled people.

[www.parentpartnership.org.uk](http://www.parentpartnership.org.uk)

Provides information, advice and support for parents of young people with special educational needs.

[www.skill.org.uk](http://www.skill.org.uk)

Information about education, training and work for disabled people.

[www.transitioninfonetwork.org.uk](http://www.transitioninfonetwork.org.uk)

The transition information network provides information and support for disabled young people, their parents and carers. The website includes sections on education, work, employment and free time.

## Money Matters

<http://moneytolearn.direct.gov.uk>

Government site outlining the financial help on offer to young people who stay in learning, including Education Maintenance Allowance (EMA) and Care to Learn.

## Higher Education

[www.ucas.com](http://www.ucas.com)

If your daughter or son is thinking about higher education, have a look at the Parents' pages on this website.

[www.direct.gov.uk/studentfinance](http://www.direct.gov.uk/studentfinance)

You can find out all about finance for higher education courses here.

## Support from Connexions Birmingham

Connexions Birmingham provides information, advice and guidance to all young people between the ages of 13 and 19 or up to 25 for those with a learning difficulty and/or disability. This can include careers advice and help with personal problems or worries.

Young people will have access to a Connexions personal adviser while they are at school or college. After they have finished school or college, they can still get advice and help by calling into a local Connexions Centre.

You can find contact details for Connexions Centres in Birmingham by visiting [www.birmingham.gov.uk/connexions](http://www.birmingham.gov.uk/connexions) and going to **Connexions web**, then **Contact us**.

## More help

[www.connexions-direct.com](http://www.connexions-direct.com)

Connexions Direct offers information on a wide range of topics aimed at 13-19 year olds, as well as confidential advice and practical help. Young people can get in touch via email or talk to an adviser online. Alternatively, they can call **080 800 13 2 19** to talk to an adviser over the phone (open 8am-2am, 7 days a week).

Don't forget, you and your teenager could also get information, advice and help from:

- teachers and careers co-ordinators
- other family members and friends.