



TO CARE
TO LEARN
TO ACHIEVE

BEDFORD HIGH SCHOOL

A Specialist Business and Enterprise College
with Applied Learning
Headteacher: Mr P McCaffery

Our ref: JMA/PB

30th March 2022

Dear Year 10 Parents/Guardians

Year 10 Careers Education, Information Advice & Guidance

During the Summer term, year 10 students will have a full range of careers education, information, advice, guidance events and activities to prepare them for going into year 11 and make their choices for life after Bedford. Please see the range of opportunities and exciting opportunities available to them.

Work Experience 18th-22nd July

Following the launch of work experience week, students were asked to download the ConnectEd App from Changing Education to manage their work experience placements. The process for the work experience is:

1. Students (with support from parents/guardians) try to find a work experience placement. We feel this is the best way to secure a meaningful work experience placement and it also develops student's skills trying to organise a placement improving their communication and interpersonal skills. We appreciate that work experience placement opportunities are restricted due to Covid restrictions, concerns over health and safety and the fact that some workplaces are still working from home or using a hybrid system.

Please find attached our work experience letter for employers you are in contact with. We hope this may help your child in gaining a work experience placement. If your child is finding it difficult to source a placement please get in touch with Mrs Birchall careers@bedford.wigan.sch.uk and we will see how we can help further.

2. When a placement has been secured, the students input the employer details into the App selecting 'create a placement' tab.
3. Changing Education carry out risk assessments and other documentation to verify and provide a safe work experience placement for students. If there are any issues raised we will get in touch with you to discuss the placement.
4. Bedford High School will continually seek work experience opportunities with our business partners which are growing weekly.

We have been supporting students in many ways; students have been informed where to go to get support from myself, Mr Markland, School Careers Adviser or Mrs Birchall in the office. Each week in Wednesday's assembly we share the work placements we have sourced for students and they can speak to Mrs Birchall during the day to take one of those placements. We provide drop in support on Thursday lunch time and in form time. After Easter we will also email parents/guardians weekly with the placements we have on offer for students that week. If you would like your child to take one of these placements then email Mrs Birchall at the careers email address.

Bedford High School, Manchester Road, Leigh, WN7 2LU. Tel: 01942 909 009

enquiries@bedford.wigan.sch.uk

www.bedfordhighschool.co.uk



@BedfordHighSch



@Bedford High School Live



Careers Events and Activities:

To help our students decide which pathway they would like to choose for after Year 11 we have booked a university trip and two college taster days.

For all trips we will depart Bedford at 9am and aim to arrive back to school in time for the school buses but there can always be unexpected traffic disruptions so we would ask that parents/guardians consider alternative arrangements for all trips.

Thursday, 26th May – University Taster Day

All year 10 students will attend a university taster day and two universities have kindly agreed to host our students – University of Chester and University of Bolton. Students may feel now that they have no intention of going to University but there are many different pathways, including vocational routes to University and we want to inspire our students with all the opportunities relating to their subjects, passions and interests and it is our role to provide an opportunity for our students to explore each educational route and see which path is best for them. All transport for the trips is funded by school or the organisation we are visiting; no contributions are needed from students.

Friday, 1st July - Wigan & Leigh College Y10 Sampling Day

All Year 10 students will attend this Sampling Day. After the Easter holidays, Wigan & Leigh College will present year 10 with their choices form and they will have 3 options to choose from:

1. A Levels
2. Vocational qualifications
3. Vocational qualifications for Construction & Engineering at their Centre of Excellence in Engineering (Pagefield Centre, Wigan).

Wednesday, 13th July – 2nd College Taster Day

All year 10 students will attend a second taster day and have the choice of choosing either Winstanley College or Bolton College. Winstanley and Bolton Colleges will provide their Choices Forms for students to choose a bespoke sampling day.

Careers assemblies

In the summer term we are arranging a range of careers assemblies for our year 10 students, including presentations on college courses, apprenticeships, why choose university, employer and alumni presentations.

Careers Guidance

A careers guidance interview is an impartial, one-to-one meeting between your child and a professionally qualified careers adviser from Aspiring Futures at Wigan Council, Mr Markland. This will take place during term 3 and a guidance interview usually lasts about 45 minutes. Your child will receive their appointment during form time to attend the interview later that week. Mr Markland will give your child accurate and up-to-date information on careers education, alternative sources of

information and an action plan to help you move forward. The meeting takes place in U08 and Mr Markland will email you a copy of the student careers action plan following the meeting.

With your support we want to get students excited about their future goal planning and through our Bedford Partnership and Alumni Programmes, provide students with independent and impartial careers education, information, advice and guidance to help students make important decisions and choices for life after Bedford.

What do we need from you?

Please complete our electronic consent form <https://forms.office.com/r/2RGFNycDsX> where possible or the paper consent form by Friday 1st April if possible or no later than 19th April so that we have everything in place to plan the activities. There is an additional consent form to be completed, a requirement by Greater Manchester Higher for the University visit and this is also attached.

We hope that you have seen our recent careers videos but I include the links below:

Careers at Bedford High School	https://www.youtube.com/watch?v=MbWkSXUCyXI
Post-16 Options	https://www.youtube.com/watch?v=FoGJZ-kjJJg
Careers Fair	https://www.youtube.com/watch?v=qu4FSg_3qvk
Bedford Business Partnerships	https://www.youtube.com/watch?v=3FuJbyAcTtU
Bedford Alumni	https://www.youtube.com/watch?v=xLG9dcp89Rc

We are here to help you and your child with support on their careers education and future steps. If you have any queries please contact the Careers Team at Bedford by email: careers@bedford.wigan.sch.uk.

Yours sincerely

J Madden

J Madden
Director of Learning