



Dear Parent or Guardian

25<sup>th</sup> June 2025



As we come to the end of Year 10 and we start planning for Year 11, we wanted to provide parents with as much information about the Post 16 process prior to the start of year 11 so that students and parents are fully informed of the choices available to them.



We appreciate that there are many different options available to students at the end of their GCSEs and so hopefully this letter provides clarity and gives students and parents understanding of the Post 16 process.

### **What can I do once I finish my GCSEs?**

Students have a range of options after GCSE's and each option will be bespoke to your child in relation to their own personal choice and level of attainment in their GCSE studies. Your child can decide to progress onwards from Year 11 to:

- Enrol at a college or sixth form for Further Education study on a course that is at the appropriate level for your child.
- Gain employment or training (with training providers)
- Secure an apprenticeship



Most Year 11 students progress onto Further Education at a college or sixth form of their choice and can study A Levels, T Levels, Vocational based Courses, Foundation Courses all at a varying degree of levels of study.



### **The Post 16 Process.**

To ensure students and parents are aware of the process and timescales in relation to making a Post 16 decision the below hopefully will help with understanding.

- Now – Mid October. Students should be exploring their options and researching courses, apprenticeships on offer
- October – December. Students should be making applications to colleges / sixth forms / apprenticeships. Students can apply to as many colleges as they wish or apply onto different courses at the same college.
- Jan – April. Students wait for their application to be processed and wait for a reply regarding an admissions interview. Some colleges may do this at school. Students will then be given a conditional offer and can wait until results day.
- Results Day. Once students receive their results they can decide which conditional offer they would like to pursue. Students then enrol at their college choice. Enrolment details are shared with students from individual colleges.

The online application process to secure a place at college / sixth form open, for most colleges from September. We strongly advise that all students attend an open event (day or evening) at the colleges that interest them. All open events are published on each college / sixth form website.

### **How do I make an application to College?**

All college applications are online. Students can access this by visiting the college websites where there will be for many colleges an apply now button. Students can look and browse the courses online and can often apply for that course from the course directory. Each college website may be different so strongly advise students and parents to take a look.



## How do I get support with Post 16 Process?

In September & October we have assemblies each week delivered by colleges to inform students what the college can offer your child, how to apply and when the open events are.

We will publish the open events from the colleges when we get informed of their dates. These will be found on our social media platforms along with any other relevant Post 16 information.

Students can book a 1:1 guidance interview with our Connexions Advisor who will support your child with the Post 16 process. Your child can make an appointment asking their form tutor to refer their name onto the advisor and an appointment will be scheduled.

We will be offering a Parental Post 16 Support Evening to get a greater overview of the process and opportunity to ask any specific questions. This Evening is provisionally planned for **Wednesday 17<sup>th</sup> September 5 – 6pm.**

We will follow this up with a **Post 16 Progression Evening on Thursday 16<sup>th</sup> October 4-7pm**, where many colleges / sixth forms / apprenticeship and training providers attend so that parents get the opportunity to engage with providers and ask any specific questions.

## Mock Interviews & Personal Statements

To help prepare students for their college interviews we also offer a Mock Interview Process that will be taking place on **Wednesday 19<sup>th</sup> November 4-7pm**. Students will be able to sign up to this when we return after the summer break.

Students are also strongly advised to write a personal statement to support their college application as many colleges ask for students to upload this as part of their online application. Students often find completing a personal statement supports their preparation for the Mock Interviews.

## Further Information and Supporting Links

This is a link to part of the school website that highlights specific college websites for you to explore.

<https://www.westhoughton-high.org/wp-content/uploads/Careers-Website-Links-1.pdf>

This link takes you to the careers aspect of the school webpage where you will find lots of useful information about CEIAG, current and previous Careers Newsletters again with lots of information and links.

<https://www.westhoughton-high.org/ceiag/>

We hope you find this information informative and useful to support your child in their next steps.

Yours Sincerely

Mr C Dignam  
Assistant Headteacher KS4

