



**Fairfield  
High School**

*Achieving Excellence*

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 Fairfield High School – FHS

Dear Year 11 Parents/Carers

**RE: Transition between KS4-KS5  
1:1 Careers Advice and Guidance & Application Process to Post-16**

Last term I wrote out to you, stating that your child has entered an important stage in their school life, the transition between KS4-KS5. For most, term 6 of Year 10 was the start of their 'employability' journey, through their involvement with their work experience placements. As previously mentioned, at the beginning of Year 11, your child will have some exciting yet difficult decisions to make - the decision on which path to take after Year 11 – Sixth Form, College, or Apprenticeships.

To help with the transition process I feel it will be beneficial for your child to start thinking about what they would like to do with their future as early as possible. To aid with this, over the course of the next few months your child will receive a one hour 1:1 careers appointment with the school's careers advisor (some students were seen towards the end of Year 10). This is an opportunity for your child to discuss potential courses/routes available to them. An action plan will be created and sent to your child indicating their next steps and directing them to key information. Every two weeks, I will send a ParentMail out to parents and carers, informing them that your child has now been seen by the advisor. I would recommend that you sit down with your child and review the action plan together.

**Application Process to Post-16**

Applications to Post16 providers open in October. Your child will be entering their Expected Results (ER) Grade, which can be found on their Year 11 report, which will be issued in Term 2, after their mock exams. Please note, your child is still able to apply for courses even if they are not achieving the necessary entry requirement right now. Students have until their Results Day in the summer to ensure they make the necessary entry requirements. That said, I would recommend keeping an eye on their Current Performance (CP) grade throughout the next academic year.

Entry requirements differ from provider to provider, so please look closely at the prospectuses and make note of any specific requirements needed. On a general note, if your child is wanting to move onto a Level 3 course (A Levels/BTEC Level 3/T-Levels) they will need to be achieving at least 5 Grade 4+ including English and Maths. **Please refer to both the Parents Information Leaflet and the Options Poster attached for further information.**



Attached to this letter is an overview of the local providers' Open Evening/Day events. I strongly recommend you support your child in attending these events, so they can get a feel for the campus they will be studying at, but most importantly they can speak to course lectures to gain an insight to the courses they express an interest in. The Bristol Post-16 Directory located on the Bristol Council website is also a useful tool as it indicates subjects on offer at all providers within the Bristol area. This document will be emailed to your child once it's been finalised and populated by the council but will also be found on our school website under the Post-16 Information tab.

For some of our young people, attending college and/ or Sixth Form may not be for them. Your child may express an interest in starting an Apprenticeship in a particular trade/industry. I would encourage you to help support your child in finding an employer as soon as possible but it is vital they have a backup option of a college/sixth form place applied to. For more information on apprenticeships, please have your child set up an account with [www.gov.uk/apply-apprenticeship](http://www.gov.uk/apply-apprenticeship) and **please refer to the Parent's Guide to Apprenticeship for further information.**

If you have any further questions in relation to supporting your child through the transition process, please don't hesitate to contact – [kathomas@fairfield.excalibur.org.uk](mailto:kathomas@fairfield.excalibur.org.uk) or call 0117 952 7177.

Yours Sincerely,



**Miss K Thomas**  
**Careers Lead**

