

#### Vision Statement

Queen Elizabeth's Grammar School has high quality careers advice and guidance to support our students. This is developed throughout a student's time at the school and is always supportive of students' aspirations, strengths and skills.

#### Contact:

#### Email:

#### Telephone:

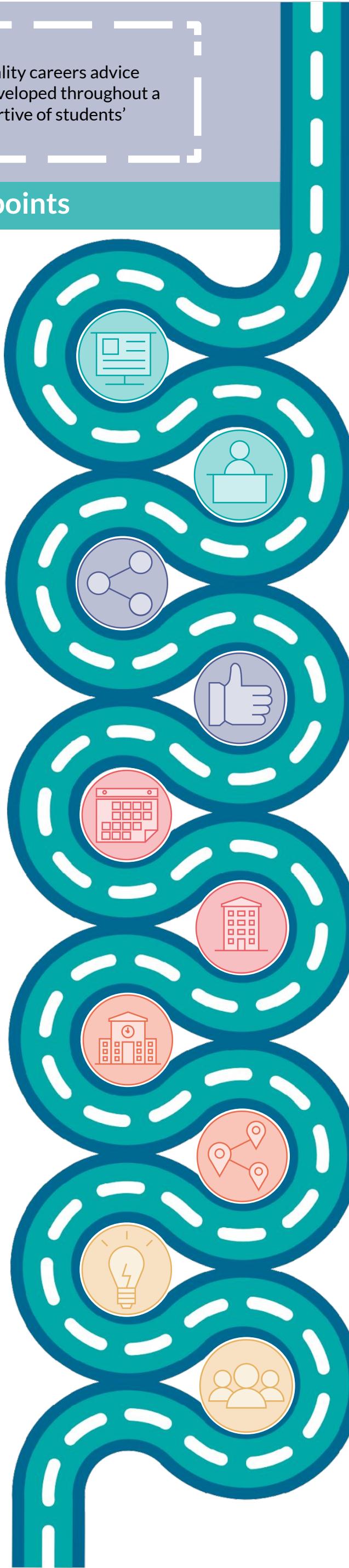
Mr P Larter - Careers Leader and Joint Head of Sixth Form  
Miss H Butterly - Careers Coordinator  
[pjh@queenelizabeths.kent.sch.uk](mailto:pjh@queenelizabeths.kent.sch.uk)  
[hsb@queenelizabeths.kent.sch.uk](mailto:hsb@queenelizabeths.kent.sch.uk)  
01795 533132

## Key milestones and decision points

### Year 12

#### Milestones and Decision Points 1

Settling into Year 12/Level 3 study and Sixth Form life  
Looking ahead - ideas about post-18 plans and pathways  
Work experience assemblies and personal guidance



#### Milestones and Decision Points 2

Year 12 Work experience placements take place  
Interim reports  
Work experience reflection  
Post-18 options discussions with form tutors, Sixth Form staff and careers coordinator and adviser

### Year 13

#### Milestones and Decision Points 1

Post 18 decisions and pathways - higher education, apprenticeships, vocational and technical training, gap years or employment  
UCAS predicted grades  
UCAS deadline - deciding on university courses and institutions

#### Milestones and Decision Points 2

Post 18 decisions:-  
Applications for apprenticeships  
Applications for further training and employment  
Planning a gap year  
A Level results day

## Support for Families

### Year 12

#### Key Events and Experiences 1

Year 12 Induction Evening for Parents, Carers and Students  
Work experience correspondence sent home  
Relevant careers and work related learning opportunities shared with parents and carers  
1:1 meetings with Head of Year, form tutors and 1:1 guidance for students with Head of Year, form tutors, and KS5 support (Mr Cowlam and Miss Butterly)

1:1 careers meetings with careers coordinator and guidance adviser - Terms 1 & 2

#### Key Events and Experiences 2

Interim reports sent home  
Parents' Evening to discuss progress  
Post 18 Options Evening for Parents, Carers and Students  
Careers Fair at The University of Kent for Year 12 students - university, apprenticeships, personal statements, finance and more  
End of year exams  
Curriculum/subject and work-related trips  
UCAS Information Evening for Parents, Carers and Students

### Year 13

#### Key Events and Experiences 1

UCAS applications  
Oxbridge and early entry applications by mid October  
1:1 meetings with form tutors, Head of year and careers adviser/coordinator about next steps  
Parents' evening  
Student finance opens  
Interim reports sent home  
Curriculum/subject and work-related trips  
Weekly enrichment sessions including work experience and work-related skills and experience, i.e. debating and investing

#### Key Events and Experiences 2

Send off UCAS applications  
Pre-public examinations  
Curriculum/subject and work-related trips  
Further work experience (virtual)  
Weekly enrichment sessions including work experience and work-related skills and experience, i.e. debating and investing  
1:1 guidance for students with Head of Year, form tutors, KS5 support (Mr Cowlam and Miss Butterly)  
A Level Results Day - support from key staff

**Helping every young person find their best next step.**