

CEIAG - your Entitlement

At DHFS we are committed to providing students with outstanding careers guidance. This means:

- * clear, impartial advice, information and guidance about ALL the options available so you can understand what they involve.
- * support and guidance to help you make choices and complete a career plan for the future
- * regular personal support and information on how well you are doing
- * help to decide what to do next, including further learning, training and employment
- * a programme of careers education helping you develop skills and knowledge to make choices and the transition to work and learning
- * the opportunity to be involved in making decisions about things that effect your learning
- * an opportunity to set out an individual learning plan
- * an opportunity to learn about the world of work

Mrs Marshall

With years of experience, Mrs Marshall provides impartial and unbiased advice to students and parents concerning their career options and pathways. Mrs Marshall also advises on training and apprenticeship opportunities and further education pathways. All students have an entitlement to a careers interview with Mrs Marshall. She will also be available at parents evenings and open evenings at the school.

Would you like a careers interview?

Email us at: careers@dronfield.derbyshire.sch.uk

Applying for Apprenticeships

Apprenticeships really suit some people's way of learning as they provide the chance to work for an employer, earn money and study for a qualification whilst gaining vocationally based skills and experience. Anyone living in England, over 16 years old and not in full-time education can consider an apprenticeship.

Thinking about applying? Go here to find out more: <https://apprenticeshipvacancymatchingservice.lsc.gov.uk>

What will I earn while I learn? This varies, but you must receive the appropriate national minimum wage.

Is it a real job? Definitely! All apprentices should work for at least 30 hours a week on average. In total, over 150,000 employers are involved across the country at either intermediate, advanced and higher (degree) level. These vacancies exist in more than 170 industries and 1500 jobs. The variety is huge, ranging from advertising to environmental engineering and sciences.

What types of apprenticeship are there? There are three types of apprenticeship you can apply for depending on your current skills and qualifications:

- 1 - intermediate level apprenticeships
- 2 - advanced level apprenticeships
- 3 - higher apprenticeships

Applying has never been easier, just register here: <https://apprenticeshipvacancymatchingservice.lsc.gov.uk>. You will be one step closer to starting your journey to become an apprentice.

You can find more information on our school website!

Go to <http://www.dronfield.derbyshire.sch.uk>, click on Students and on Careers IAG Advice.

CEIAG @DHFS

Careers education



Your future Your pathways

A practical guide for careers information, advice and guidance

Mr K Pickles -
careers@dronfield.derbyshire.sch.uk



To use our online CEIAG resources, go to the school website, click on Students and on Careers IAG Advice.



@DHFS_careers
@DHFSupdate
@DHFS_SixthForm



1st - 6th
March 2021



Employability skills - what are employers looking for?

Communication: Skilled communicators get along with colleagues, listen and understand instructions, and put their point across supportively. They can also change their style of communication to suit different situations - from handling conflict to trying to persuade a customer of the benefits of buying a product. With good communication skills you should be able to develop constructive working relationships with colleagues and be able to learn from constructive criticism.

Making decisions: There are different styles of decision making, but the important thing is to be decisive. What is a good process? Start with gathering all the important facts, seeking advice, looking at the big picture, considering alternatives, and being aware of any repercussions. Be wary of indecision and making snap decisions.

Showing commitment: Employers want people who are dependable, reliable, enthusiastic, and enjoy hard work. Employees that are committed need very little supervision or motivation to do their best and get the job done.

Flexibility: The workplace can change quickly, so if you're adaptable, you'll be able to change with the times. It's a great asset if you are able to step outside your comfort zone and try your hand at something you haven't done before. Employers like people who are positive, upbeat and have a 'can-do' attitude. Don't put the "Cannot do that!" barriers up!

Time Management: When deadlines are looming, good time management is about prioritising the most important tasks, and then deciding which actions will produce the maximum output with the minimum effort. Are you a good juggler? Can you work on several different projects at once?

Leadership skills: It is unlikely that you will be managing staff immediately, but leadership qualities are highly valued by employers. They look for people who lead by example, constantly look to improve, motivate themselves, are positive, and know when to follow instructions and when to show initiative. Think about how extra-curricular activities can show leadership examples on your CV.

Creativity and problem-solving skills: The ability to apply both logic and creativity to solve problems is highly valued by employers. If you are the kind of person who tries to see the solution as well as the problem, this will stand you in good stead.

Being a team player: A good team player has the team goals clear in their mind and works with others to achieve them. They are open and honest, and offer constructive suggestions and listen to others.

Accepting responsibility: Employers are on the lookout for people who take pride in their work, and are confident enough to put their name to it. They also respect people who can hold their hands up when things go wrong, and don't pass the buck. Everyone makes mistakes; it's how you react and learn from them that counts.

Ability to work under pressure: Whether you're trying to hit a challenging deadline or complete an urgent job, employers want to know you can put the stress to one side and focus. Can you decide quickly which approach will achieve the maximum results in a short period of time, and then get the job done?

Bring your soft skills to the fore! Highlight them on your CV and application forms! Talk about them in interviews. Think of interesting examples of when you've used these skills. Use situations from out of the workplace. An excellent academic record will not compensate for weak soft-skills as employers expect employees to hit the ground running. It is important to recognise the skills you are developing in any given situation, whether that's work experience, volunteering or work.

Applying for Sixth Form at DHFS



February/March 2021 - All students will be interviewed at this stage by the school guidance team. Successful applicants will be made a conditional offer of a place.

April - July 2021 - Some applicants are re-interviewed to discuss course choices, changes, potential clashes and suitability.

July 2021 - Timetable rollover when new Y12 students will begin their courses and have a taster week in the Sixth Form. A Level summer preparation work will be distributed to students.

August 2021 - GCSE Results Day – Thursday 21st August. If students achieve suitable grades they should contact school to confirm. If not, then applicants will be interviewed provisionally on Thursday 21st and Friday 22nd August following receipt of their GCSE results.

September 2021 - Y12 students enrol in the Sixth Form. Year 10 commence GCSE Study

College Information

To access information on courses at our local colleges, go to the websites below:

Chesterfield College: www.chesterfield.ac.uk

Sheffield College: www.sheffcol.ac.uk