## 16+ Options & Choices





## 16+ OPTIONS AND CHOICES

# NOW THAT YOU'VE REACHED THE POINT WHERE YOU COULD LEAVE SCHOOL YOU HAVE SOME IMPORTANT DECISIONS TO MAKE ABOUT YOUR FUTURE

The time has come for some serious thinking about your options after school.

Even if you've already decided to stay on at school you still need to plan ahead. The subjects and courses you choose now will have an impact on the options open to you when you leave.

Read on for some information and advice to help you explore your options and decide what suits you best.

## WHAT ARE YOUR MAIN OPTIONS

- 1 Staying on at school
- 2. Going into a Modern Apprenticeship
- 3. Going into a Training Programme
- 4. Going to College or University
- 5. Going straight into a job

As you go through these options and consider them one by one, remember to:

- Think about your long term career plans (if you have any yet): what's going to help you to achieve them?
- Work out options that fit best with your skills and interests, and your attitude to studying.
- Talk your ideas over with your parent or carer. Are there any money issues you need to think about?

#### MY WORLD OF WORK

There is advice and guidance available from a variety of sources to help you make the right choices for you. Career Advisors in Schools, Guidance Teachers, Employability Advisors and Skills Development Work Coaches are all available to assist. Please ask for help, even if it is only to chat through your options more fully.

My World of Work is Scotland's online information and advice service for young people, but also right through to retirement. My World of Work helps you with up to date information, advice and tools when you need it most. To help you get the career you want you should visit the website and register at www.myworldofwork.co.uk

My World of Work can also help you with:

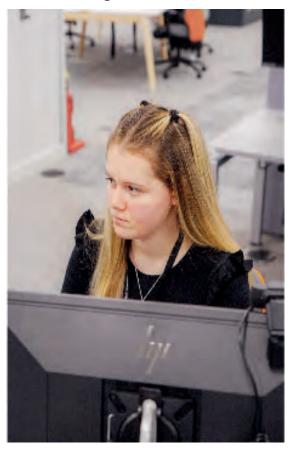
- Subject Choices understand your strengths and make better choices about your subject choices and future career
- Leaving School —
   find a career that interests you and
   understand the skills you need to get the
   job you want
- Exam Results —
   straight into a job or onto further learning?
   Whatever your grades find help in
   planning your next steps
- Preparing for a Job —
   discover Scotland's industries, search for
   jobs, build your CV and practice for
   interviews
- Modern Apprenticeships —
   why not earn as your learn? Find out what
   apprenticeships are available in Scotland
   and how they work

Let's look at the options in more detail.



## STAYING ON AT SCHOOL

Staying on at school for a fifth, and often a sixth year, is becoming a more popular choice. Almost 80% of 16 year olds stay on at school beyond their official leaving date.



#### WHY?

One important reason is that, in general, the longer you stay on the better your chances are of getting into work, training or full time education. You are up to 20% more likely to enter a positive destination if you stay on at school beyond age 16.

## SOME OF THE BENEFITS OF STAYING ON AT SCHOOL

- You have the chance to carry on with subjects you have developed a strong interest in (which should help you to get more qualifications)
- You'll have more time to think about what you want to do after school and find out about the careers and courses open to you.
- You might be able to get involved in your school's S5/S6 Vocational Programme and get the chance to study part time at Forth Valley College
- You may be able to undertake a job-related qualification while you are still at school
- You might also have the opportunity to take part in activities that will help to prepare you for further study or the world of work, including youth awards, flexible work experience placements, voluntary work or some units from the Falkirk Employability Award



#### **£ FINANCE**

Once you reach your 16th birthday you can apply for an Educational Maintenance Allowance (EMA) of £30 a week during term time if you are staying on at school, or college, and your family has a low income. Further information is available at www.emascotland.com.



### **MODERN APPRENTICESHIP**

## GOING INTO A MODERN APPRENTICESHIP

Modern Apprenticeships are a popular route to employment for people straight from school. Over 20,000 people start a Modern Apprenticeship in Scotland each year with just over half of these school leavers - of which 650 live in Falkirk.

SOME OF THE BENEFITS AND FACTS ABOUT MODERN APPRENTICESHIPS

- Modern Apprenticeships give you the opportunity to start a job with guaranteed training towards a recognised work based qualification.
- You can train in over eighty occupational areas. The top ten areas are: Retail & Customer Service, Food & Drink, Automotive, Administration & Related, Hospitality & Tourism, Transport & Logistics, Engineering & Energy Related, IT & Other Services, Sport, Health & Social Care, Construction & Related.
- Most apprenticeships don't have formal entry requirements but for some you will need some relevant subjects at National 4 or 5, and for Technician level jobs you may need some Highers.
- You may have to take an 'aptitude' test for some Modern Apprenticeships, particularly for craft level apprenticeships in construction and engineering.
- How long it takes to complete your training depends on the type of job you go into, it can be 9 months or up to 4 years.

Not all types of Modern Apprenticeship are available in all areas. You can get more information on local opportunities from your Careers Adviser, My World of Work website or through Falkirk Council's Employment and Training Unit (ETU).

www.myworldofwork.co.uk www.falkirk.gov.uk/traineeships



#### **£ FINANCE**

In a Modern Apprenticeship you are employed and will be paid at least the national minimum wage for the duration of the apprenticeship programme. Wage levels may vary depending on the employer.



## TRAINING PROGRAMME

## GOING INTO A TRAINING PROGRAMME

If you would benefit from additional support to help prepare you for employment, or you are not sure what it is you want to do, then you could take part in a personal development or employability programme to help build up your confidence and skills.

There are a wide range of employability programmes to suit a variety of individual needs. The particular programme suitable for you will depend on your qualifications, current skills, previous experience and personal circumstances.

Falkirk Council's Employment and Training Unit (ETU) works with a range of employers in a variety of occupational areas. It has a proven track record of helping young people gain the skills, work experience and qualifications they need to get a modern apprenticeship and/or compete in the job market.

Employability programmes are available in a wide range of areas, all designed to help you progress into sustainable, fair work. Examples of some of the programme areas are:



**Health and Social Care** 



**Business Administration** 



**Customer Services** 



Hairdressing



**Hospitality and Catering** 



Retail Warehousing



**Sport and Recreation** 



**Recycling & Waste Management** 

**Land-based activities –**Ground Maintenance, Landscaping and Horticulture

... and many more

If you're not sure what you want to do, there is a also a general employability programme designed to help you narrow down your options.

#### SOME OF THE BENEFITS OF A TRAINING PROGRAMME

- If you are not quite ready yet to undertake a Modern Apprenticeship programme, lack confidence or are unsure of what you want to do then a pre-employment programme may help to provide some direction.
- Training programmes enable you to gain new skills and qualifications and can provide a valuable period of work experience.
- Employability programmes delivered by Falkirk Council can provide you with SQA accredited units and certificates such as:
  - Health & Safety
  - First Aid
  - Manual Handling
- They also offer general employability skills support such as CV creation, interview skills, job searching etc.
- Most often, people move into a modern apprenticeship upon completing a training programme.



#### **£ FINANCE**

All trainees receive an allowance and help with travel costs so you are earning some money while you are learning and if your family are in receipt of benefits, in most cases, these will be unaffected by your allowance.



#### **COLLEGE OR UNIVERSITY**

## GOING TO COLLEGE OR UNIVERSITY

Around two-thirds of school leavers go straight to college or university to continue with their studies, many combine college/ university and part time work.



#### SOME OF THE BENEFITS OF FURTHER AND HIGHER EDUCATION

- If attending College you can get the qualifications you need to take you into a more advanced course like a Higher National Diploma or a degree.
- If attending University you can gain a degree which will help in getting a job in your chosen profession - some jobs specify degrees as the only entry route.
- You can develop your interest, skills and knowledge in a specific career area. You may also choose to move away from home to study, depending on your academic focus.
- You'll have to get used to new ways of learning and thinking and the senior phase of School will have helped you to become more independent in your studies.
- On graduating, you are likely to enter a job at a higher starting salary than if you went into a job straight from school.
- With a higher level qualification you are likely to have higher earnings throughout your working life than people with no or low level qualifications

If you are interested in College remember to apply early, in January or February of the year you want to start the course. If you are applying for University, the school will advise you of UCAS deadlines, or you can go direct to their website if you have already left school.

www.forthvalley.ac.uk www.ucas.com



#### **£ FINANCE**

If you go to College to do a full time course you can apply for either an EMA or a College Bursary to finance your studies. If you are attending University you should be eligible to have your fees paid and may be entitled to other support. You can find out more at Student Awards Advisory Scotland (SAAS) www.saas.gov.uk

Check the financial allowances you are entitled to before you decide what to claim and you will find all the information you need via the link below:

www.gov.uk/government/publications/funding -rates-and-formula



## SCHOOL TO JOB

## GOING STRAIGHT INTO A JOB

You could decide to look for a job.
Opportunities are out there for school leavers, but they have been impacted by global pandemic, so it's really important that your job search skills are good. To give yourself the best chance of finding a suitable job you should:

- Prepare your CV and have it checked by your School Careers Advisor and/or your Guidance/Pastoral Teacher
- Get ready to take the initiative, get networking and contact employers that you think might have suitable vacancies
- Brush up on your interview techniques

#### **VOLUNTEERING**

Volunteering not only makes a difference for others, but young volunteers get a lot out of it, from work related skills to being part of something that makes a difference to their community. There are a wide range of opportunities available in a variety of areas.

## SOME BENEFITS OF VOLUNTEERING

If you are not able to participate in mainstream activities or feel you want to develop your skills in a different context then volunteering may be for you. It can help you:

- · Gain new skills and experiences
- Update your CV
- Increase your confidence
- You can also take part in the national Saltire Awards programme, which is available at three levels

To find out more, contact Council for Voluntary Services Falkirk at www.cvsfalkirk.org.uk or visit the Scottish Council for Voluntary Organisations (SCVO) website at www.scvo.org.uk

#### **LEAVING SCHOOL**



## PREPARING TO LEAVE SCHOOL

When you leave school, and whatever option you choose, you will meet new and different people, become more independent and learn new skills whilst experiencing fresh challenges and opportunities. It is important that you prepare in advance of your intended leaving date.

#### **SCHOOL LEAVING DATES**

In Scotland you can only legally leave school at one of the two official leaving dates that apply to all pupils:

- 31 May if your birthday falls between 1st March and 30th September
- The last day of term in December if your 16th birthday falls between 1 October and the last day of February.

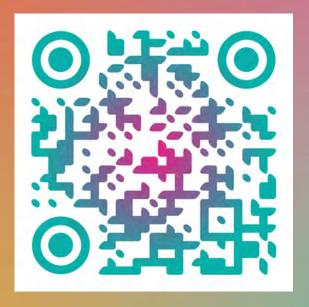
REMEMBER - You will need a bank account and you will need to know your National Insurance number for all of your options on leaving school. You should also ensure you have some form of photographic ID (e.g. Passport, Young Scot card, Driving Licence) as some employment and training opportunities require these as part of their recruitment process.

## GOOD LUCK WITH YOUR FUTURE PLANS

Do give us a call on 01324 504408 if we can be of any help.



#### Scan the QR code to visit us online!



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