



9 January 2025

Dear Parent/Carer,

Post 16 college guidance meetings

Now that students have submitted their Post 16 applications, the colleges and sixth forms will soon be contacting students directly with dates and times for their guidance meetings. I am aware that some students have already had meetings and even offers which is great to hear.

The purpose of these meetings is to ensure that students are happy with the subject/course choices based on their future plans, highlight any possible entry requirement issues, and give students the opportunity to ask any questions they may have. They usually last for about 15-20 minutes.

The colleges have different ways of conducting these meetings so please see the guide in this letter for more details. Contact with students will usually be made via the primary email address used in their application. Offers are either made at the end of the meeting or shortly after, depending on the college. All offers should be made by **31st March**.

Colleges may request that a parent/carer should attend any on-line meeting with their child to comply with Safeguarding policies. The parent/carer doesn't have to be at home with their child - they can be at their place of work provided the college is aware and so can send invites to all involved.

It has been agreed that for virtual or telephone meetings that take place during the school day, students can be at home so they can either access a suitable device for the virtual meeting or be in a quiet calm space for a telephone meeting. It is expected that students are only absent from school on the day of their meeting for the absolute minimum amount of time, unless other arrangements are agreed beforehand with your child's form tutor or Head of Year. If your child is away from school for even a short period of time, please ensure that you use the official school absentee procedure.

Please note for Hills Road guidance meetings – the Yr11 Mock Interviews are scheduled for Tuesday 11th February which sits within the 2 week period that Hills Road will offer their guidance meeting appointments. Hills Road are aware of this and so they should not offer students a guidance meeting on this day. If this does occur, please request a new date and time with Hills Road.

Your sincerely

Nick Oakhill

Mr Nick Oakhill

Trust Manager for Careers Education, Information, Advice & Guidance

noakhill@soham-college.org.uk



Soham Village College
Sand Street, Soham
Ely, Cambridgeshire
CB7 5AA

Tel: 01353 724100
Email: svc@soham-college.org.uk
www.sohamvc.org

Other schools in our Trust:
Kennett Primary School
The Shade Primary School
The Weatheralls Primary School

**'Guidance Meeting' – it sounds big and intimidating;
but just breathe, it's not as scary as you think.**

Applying for college is a big moment in your life, but there's no need to be nervous. By inviting you to a meeting, you will receive the best possible advice on choosing your college, your courses and your future career path.

The most important thing to remember is to ***just be yourself***. Guidance meetings aren't there to catch you out or ask you trick questions, they just want to get to know ***you***. Colleges can then give you tailored advice about the college and the courses you want to study. It is also your chance to get a feel of what a college is like and to ask any questions you have.

PLEASE NOTE THAT THESE MEETINGS ARE NOT INTERVIEWS – THEY ARE RELATIVELY INFORMAL MEETINGS DESIGNED FOR THE COLLEGE TO MEET YOU, UNDERSTAND WHY YOU HAVE APPLIED, AND FOR YOU TO ASK ANY QUESTIONS YOU MAY HAVE

Still a bit nervous? Don't worry, that's completely normal. To help make the process as stress-free as possible here is some guidance on what to expect from your meeting.

What to expect

You may be asked questions similar to:

- Why have you chosen this course?
- Do you have any career aims or future plans?
- What are your hobbies and interests?
- What are your subject strengths/likes and weaknesses/dislikes?
- Are there any personal issues or difficulties that may affect your studies? What support might you need in college?

You may be given information on:

- Entry requirements for your chosen courses
- Information on your chosen courses (topics covered, assessment, work experience)
- College expectations of behaviour and attendance
- Student support (academic support, student welfare & wellbeing, progress coaches)
- Student enrichment activities (EPQ, student clubs, student sports teams)

At the end of your meeting, you will either be given a verbal conditional offer or you will receive an offer a short while after your meeting via email or post. You should be told exactly what will happen as each college have different processes.

FAQ's

How long is the meeting?

They usually last around 20 minutes.

Will it be in-person or virtual/over the phone?

This is dependent on the college. See the guidance meeting information document sent with this letter.

In-person

Is there a dress code?

There is no set dress code. Wear whatever you feel comfortable wearing, provided it is suitable and appropriate for the situation. School uniform or smart casual clothes is acceptable.

Can my parents/guardians come with me?

You're welcome to bring parents/guardians with you. Some students prefer for their parents to stay in the waiting areas, while others prefer for their parents to sit in with them. Colleges don't mind either way, whatever makes you feel most at ease.

Will there be parking?

Depends on the college. Visit the college websites for more details.

What happens if I'm late?

If you're late don't panic. Still come along to your meeting and you should hopefully be seen by a member of college staff as soon as possible.

Do I need to bring I.D.?

It's helpful if you bring some I.D. such as a passport or birth certificate so the college can identify you. The college should tell you what you will need to bring.

Virtual/telephone

Nature of meeting

Make sure you understand how the meeting will be conducted, and that you have the correct Team/Zoom links or that your phone is charged and ready to take the call.

Be prepared

Make sure you are in a quiet place with no potential disturbances. If you know you have poor internet or phone reception, try and be in a place where service is better. Your attitude and behaviour on-line or on the phone should be the same as if you were there in-person in the college.

Don't panic if.....

.....your connection is cut short due to a technical issue. If reconnection cannot be made, the college will make arrangements for a new date.

And don't forget you can accept any offers you get and hold them until you get your results in August. Colleges expect students to hold multiple offers so you can keep your options as wide as possible until the last minute.



CAP provider's guidance meeting information

Abbeygate Sixth Form

Abbeygate will contact all applicants following their submission of grades and additional information as requested, and invite them for their guidance meetings between now and the end of May.

Bishop Laney Sixth Form

BLSF will invite all applicants whose predicted grades satisfy the entry requirements to a guidance meeting to discuss their application and the suitability of courses that they have selected.

Cambridge Regional College

CRC is planning to hold in person welcome events for applicants from weeks commencing Monday 3rd February 2025 and 10th March 2025.

Invitations to a welcome event will be sent by email to the address provided on the application form. The invitation date/time will be a mixture of daytime or early evenings slots, depending on the course the applicant has applied for.

Welcome events held after these weeks will then revert to early evening slots.

Those who cannot attend the date/time of their welcome event, should contact the CRC Admissions Team to rearrange.

At the welcome event students will find out more about the course they have applied for. Tutors will check they have applied for the correct subject(s) for the career they are looking for, and at the correct level.

There will be lots of opportunities for students to ask questions about the course, what it is like to study at CRC and the support available.

One parent/carer is also welcome to attend.

There will be free car parking at Huntingdon campus and Cambridge campus.

At the end of the welcome event, students (except those with EHCP) will have confirmation of their conditional offer by email with further information regarding the Orientation Days, which will be planned for early July.

Attendance to the welcome event and orientation days are key and set as part of the conditions of the offer.

We aim to offer a welcome event by 4th April 2025 to those who applied by the 14th of January 2025.

Chesterton Sixth Form

Students whose grades meet our entry requirements will be invited to a guidance meeting. Guidance meetings will take place from w/b 13th January 2025. Students will be invited to Chesterton Sixth Form for a face-face meeting with a member of the Sixth Form Team, either during the day or after school. If you are unable to make a face-face meeting, the meeting will be held via teams.

Guidance meetings will provide an opportunity to discuss subject choices and broader aspirations, with a focus on how we will support you to achieve your ambitions. During your time-slot, you will also have an opportunity to find out about our exciting enrichment programme and study offer. As well as familiarise yourself with the Sixth Form environment at Chesterton.

Students who placed Chesterton Sixth Form as their first or second preference will be prioritised for guidance meetings. Those that have placed Chesterton Sixth Form outside of first and second preference will be offered a guidance meeting but at a later date than those that placed first and second.

Students will be sent their invitations for guidance meetings and to register for the Chesterton Sixth Form Applicaa system between w/b 13th January 2025 and w/b 10th February 2025, via email.

College of West Anglia

We are completing all applicant guidance meetings / information sessions on the campus as normal for full-time courses. Those interested in apprenticeships will be invited to an information, advice and career guidance day in February to help support their search into finding an employer and ensure that they consider a full-time course as a plan B. Applicants will be sent details on how to book a session (from a choice of dates) following their application.

Those who attend an information session / guidance meeting before the end of March will be offered a place by the offer deadline.

All applicants will have an opportunity to attend the campus and live a day in the life of a college student during our applicant events at the end of June / early July. Applicants who have been offered a place will be sent further details during the Easter break.

Cambridge Academy for Science & Technology

CAST will hold guidance meetings with all applicants meeting admissions criteria and who place CAST as their first or second choice.

Guidance meetings dates will be confirmed when the invite is sent

Cambridge Maths School

Following the Aptitude test which takes place on 8th February we will invite successful applicants to the next stage of our admissions process, which involves attending an interview. This will take place, in person, at Cambridge Maths School.

Students selected for this next stage will be invited to choose a suitable slot using the Appicaa App and interviews will take place from 3rd March.

The interview will consist of two sections of approximately 10 minutes each. We will start by asking about your personal motivations for applying to CMS, and then we will guide you through some new mathematics. We are looking to see how you learn and think, and don't expect you to know all of the answers straight away. The best thing you can do is to think out loud, even if you don't know what to do. It should feel like having a one-to-one conversation with a teacher.

Hills Road Sixth Form College

Invitations to a guidance meeting are expected to be sent to those who meet following criteria:

*The application has been received by the closing date.

*Hills Road is placed as first choice A level centre in the application, or second choice behind a CAP school sixth form.

*The applicant satisfies the grade requirements and admissions score for the A levels they are applying for.

*Applicants must apply for a minimum of three A level subjects.

Guidance meetings will be held w/c 3rd February and 10th February We do not make offers at guidance meetings.

Impington International College

Students who have placed us as first or second choice and meet our entry requirements will automatically be invited to a guidance meeting. We will also offer guidance meetings to those students who place us as third or fourth choice if they meet our entry requirements and request that we consider their application further. Guidance meetings will take place from the 27th January 2025. Students will be invited to Impington International College for a face-face meeting with a member of the Leadership Team. If students are unable to make a face-face meeting, the meeting will be held via Zoom.

Students who are applying for our Performance School may be requested to attend an audition. If Sports Scholars have not already attended a trial they may be required to do so.

Guidance meetings will provide an opportunity to discuss our Programmes of Study and subject choices as well as our Sports and Performance Scholarships.

W/b 20th January: Students will be sent a request to register on Impington International College's Appicaa in order to begin the arrangements for guidance meetings.

Long Road Sixth Form College

All students who have applied by the deadline and meet admissions criteria will be invited to attend an Advice and Guidance Meeting. These will be held virtually via videocall, using the videocall platform SchoolCloud.

Instructions on how to book an Advice and Guidance Meeting using the SchoolCloud booking system will be sent directly to applicants and parents/carers via email.

This booking system will allow applicants and parents/carers to book their own meeting slot, at a convenient time for them. SchoolCloud has the ability for an additional attendee to be added to the virtual meeting (to attend from a different device), and this can be done at the point of booking. We encourage all applicants to attend with parents/carers but recognise this is not always possible.

We would like all Advice and Guidance Meetings to take place with applicants' cameras and microphones on. This will ensure that we can engage with all our applicants face to face and have focused and meaningful conversations.

Meetings will be held on Thursday 13th and Friday 14th February, between 9:00am and 4:30pm. Limited twilight sessions may be available. Additional meetings will be held in March, with further dates offered before the Summer Holidays. The date of the meeting will in no way affect a student's offer.

The meeting booking link will be sent to applicants on Wednesday 22nd January and will close on Wednesday 29th January.

We will be running a high number of meetings concurrently, throughout the school day. Allowing students to attend these meetings from home may be preferable and help free up school resourcing.

Oakes College

We will prioritise guidance meetings for candidates who put us down as 1st or 2nd choice. Due to time restrictions, we are unlikely to offer guidance meetings to candidates who put us down as 3rd choice. However, if you change your choice preference, please contact the admissions team at Oakes and a guidance meeting can be arranged.

1st choice applicants will be invited to attend the Oakes after school between 3:30pm-6pm on dates in January and early February

All second-choice applicants will be invited to attend their guidance meeting on either 28th February (Friday) or 1st March (Monday).

West Suffolk College

WSC will contact all applicants following their submission of grades and additional information as requested, and invite them for their guidance meetings between now and the end of June.