

SHENFIELD HIGH SCHOOL

KS4 Careers Bulletin



Careers Information

Please note that some work experience and other opportunities have a cost attached.

SUPPORT



While we would like to inform students about all relevant careers opportunities we receive, we cannot comment on the quality or cost-effectiveness of these opportunities.

Please do the research.

APPRENTICESHIPS
which one works for you?

Miss Kadem: Head of Careers.



Shenfield High School
Alexander Lane
Shenfield
Essex
CM15 8RY

01277 249250

L.utton@shenfield.essex.sch.uk

Careers Information, Advice and Guidance

Careers Interview request. Ms Kadem, Head of Careers & Work Related Learning.



Why would I want a Careers Interview?

I'm not sure which career path to follow...
Do I stay on at Sixth Form...
What subjects should I take...
What College is best for me...
I have an Apprenticeship opportunity, I need more advice...
I need more help with my application forms...
CV and Cover Letter support...
Higher Education, what's best for me...
University support...
Individual Careers Guidance...

If you are a student at Shenfield High School then you are entitled to a Careers Interview whenever you feel you need one. Request your Careers Interview through your form tutor, with a staff member in the Careers Office C53

or during school closure, email the **Careers Administrator**

Mrs Utton on:

l.utton@Shenfield.essex.sch.uk.

Emma is our very approachable

Impartial Careers Advisor that holds interviews in the Library Office. She looks forward to helping you soon.



Please find a 6min support video, explaining how to get the most out of your careers appointment, should it be of interest. <https://youtu.be/ONKDYTVJrcY>



March 15th 2024



POST 16 OPTIONS MADE SIMPLE



Use the information below to help you understand the options available to you after Year 11.

IF I ACHIEVE THE FOLLOWING GCSEs ...	I CAN MOVE ONTO LEVEL ...	AND CONSIDER THESE OPTIONS ...	AND APPLY FOR ...
<p>5+ 5+ 5+ 5+ 5+ inc English Language and Maths at a Grade 4 Exact requirements vary according to the subject</p>	3	A LEVELS	3 or 4 SUBJECTS
<p>4+ 4+ 4+ 4+ 4+ inc English and Maths at a Grade 4 and above CHECK YOUR LOCAL COLLEGES</p>	3	T LEVELS	1 SUBJECT
<p>4+ 4+ 4+ 4+ 4+ inc English and Maths at a Grade 3 3+ 3+ 3+ 3+ Exact requirements vary according to the course 2+ 2+ 2+</p>	3 2 1	VOCATIONAL COURSES	1 SUBJECT COURSE
<p>4+ 4+ Exact requirements vary according to the employer 3+ 3+</p>	3 2	APPRENTICESHIPS	APPLY FOR VACANCIES
<p>What if I get grades below 2 ?</p>	ENTRY	VOCATIONAL COURSES FUNCTIONAL SKILLS COURSES	1 SUBJECT COURSE

RESOURCEFUL CAREERS

Speak to your Careers Adviser to help you explore the options in more detail.



Explore Careers in Care with Care UK

Are you keen to learn more about the care industry and future local face-to-face work experience opportunities?

In this virtual insight session, students will...

- Gain insight into the good, bad and the ugly of careers in care
- Hear inspiring career stories from employees
- Engage in individual and group tasks led by one of Care UK's dementia specialists
- Find out about career opportunities and development across Care UK

Friday 12 April | 10:00 - 15:00 | Age 14-19



SIGN UP
OR MISS OUT

I am delighted to inform you that Essex-based company, Care UK, are offering a fully funded virtual insight day for students aged 14-19. This session will give an insight into a range of careers in the care sector and will also promote an in-person work experience opportunity in Colchester which is due to run later this academic year. See the full advert here: <https://www.speakersforschools.org/results/?opp=CD6E29D1-1F84-4D40-7A87-08DC27E8208B>

Deadline on 20 March to avoid missing out!



KPMG

Y11

Are you interested in kick-starting your career and gaining work-experience with a world-renowned professional services firm? If so, you do not want to miss this opportunity!

Did you know that KPMG is one of the largest professional services companies in the world? With over 227,000 employees across 146 countries, their work spans five major areas of Finance and Personal Services. They Audit some of the UK's biggest companies and their people in Consulting, Deal Advisory, Tax, Law, and Technology. With clients from the smallest of start-ups to international mega corporations across every industry imaginable. One of the 'Big 4', KPMG are one of the places to be when working in the world of business and accounting!

KPMG are hosting a work-experience day on **Thursday 4th April from 10am – 4pm** in the Easter Holidays and we would love for you to attend. During the day, you will have the opportunity to learn key employability skills, such as how to communicate your message and build your personal brand, you will also have the chance to meet KPMG colleagues to hear about their career journeys and even complete a business pitch challenge!

If you are unsure what you want to do when you finish school, college or university and you would like to explore more options, then this work experience event is perfect for you. The KPMG Student recruitment team will also explain the different career paths into their firm and how you can gain a leg up into their prestigious company.

This work-experience day is a fantastic opportunity for you to gain valuable insights into the world of work and build your professional network, not to mention a great addition to your CV. Plus, you can join us from anywhere in the country, as the event will be held on Zoom. You will also get a professional reference for your CV's as well as a certificate of completion at the end of the day. This goes a very long way for your own personal career development and prospective opportunities.

So, what are you waiting for? Sign up today and take the first step towards your future career with KPMG!

Registration Link: <https://www.surveymonkey.com/r/3T68P5M>

Dan / Young Professionals

Founder and CEO |

W: young-professionals.uk |

Instagram: [@youngprouk](https://www.instagram.com/youngprouk)

Twitter: [@youngprouk](https://twitter.com/youngprouk)

E: dan.miller@young-professionals.uk





Y11 Y12 AND Y13 Easter STEM Work Experience with Spectris PLC - Wednesday, 3rd of April from 9am - 3:30pm, Apply Today!

Are you interested in pursuing a career in engineering, science, or anything to do with STEM? Would you like to gain some rare and invaluable work experience with multiple global FTSE companies? If so, we have the perfect opportunity for you!

We are excited to announce that on Wednesday, 3rd of April from 9am - 3:30pm, we will be hosting a virtual work experience day with Spectris, Malvern Panalytical, HBK and Servomex! Spectris are a FTSE company and own all the other science and engineering-based companies mentioned above. Collectively they operate in over 30 countries, employ over 7,500 people globally, and have generated a revenue of over a billion pounds as of 2024! Each of the companies Spectris owns specialises in a very specific areas of science and engineering and during this work experience day you will get the opportunity to take part in workshops and network with each of their companies.

Participating in an event such as this will not only allow you to learn more about industry, but it will also give you a unique opportunity to gain valuable experience that will be beneficial for adding value to your CV and LinkedIn profile. This will show employers (including Spectris) that you are proactive and looking to develop your skillset before entering the workplace, which can help you to be recognised as an ambitious and motivated individual as well as allowing you to stand out from other students.

Please sign up for this incredible opportunity, by using the registration link below. After the event you will receive a certificate that you can use on your CV's and any job applications that you make.

Registration Link:

<https://www.surveymonkey.com/r/VCP9NZS>

If you have any questions, please

don't hesitate to get in touch.

Dan Miller

Founder and CEO |

W: young-professionals.uk

Instagram: [@youngprouk](https://www.instagram.com/youngprouk)

Twitter: [@youngprouk](https://www.twitter.com/youngprouk)

A promotional banner for a STEM work experience event. The background is dark with blue and orange circuit-like patterns. In the center, a group of five young people (three men and two women) are gathered around a table, looking at a tablet together. Above them, the text "SCIENCE, ENGINEERING & IT" is written in large, bold, white letters, with "WORK EXPERIENCE" in smaller yellow letters below it. At the bottom, there are logos for Spectris, Malvern Panalytical, HBK, and Servomex, along with the event details: "3RD APRIL | 9AM - 3:30PM".

Channel 4's Creative Industry

Free! Virtual Work Experience

<https://4skillsworkexperience.com/Identity/Account/Register>

 Virtual Work Experience from Channel 4 open for registration.

 Open to Students age 14+

 Free of Charge

 3 Modules to complete (each module takes 1 - 2 hours).

 The whole thing is completely digital and can be done in the student's own time, at their own pace Or , it can be completed in school hours as part of WEX / Careers focus time

1.5 hours module 1 What is the Creative Industry

1.5 hours module 2 Creative Personas

1.5 hours module 3 Employability

2.5 hours module 4 commissioning

1 hour module 5 Sales

2 hour module 6 4 Studio

1.5 hours module 7 legal compliance

1.5 hours module 8 customer insight

Total 13 hours of Work Experience—in your own time!



Explore Careers in the Screen Industries

Are you looking for up-to-date advice on pathways into the screen industries? Or for careers opportunities across the UK? There is a huge range of jobs within the film and screen industries - more than most people are aware - and they're more accessible than you might think.

Our newly expanded **Careers Hub** on Into Film is a helpful 'one stop shop' to keep careers professionals and educators up to date with the essential information. Into Film is the perfect place to develop your own knowledge of the sector.

[Information for Young People - Into Film](#)

Winning storyboard will be made into a film and screened at the Into Film Festival 2024

CLOSING DATE
Sunday
21 April

INTO FILM

TIME TO INSPIRE!

STORYBOARD COMPETITION

IN PARTNERSHIP WITH
swatch+

ENTER NOW

We are on the lookout for talented young people aged **13–19 from across the UK** who have an inspiring story they'd like to share.

Do you know any inspired young filmmakers who have a story idea for a live-action film and would like to win the chance to get it made? If so, they can enter the **Time to Inspire Storyboard Competition** brought to you by **Into Film** in partnership with **Swatch**.

MEDIC MENTOR

Our goal of the week is to provide your students with a variety of insights and knowledge to confidently choose and explore career paths in alignment with their passions, values, and aspirations.

I'm excited to extend exclusive invitations to our upcoming special events tailored specifically for your students: the Free Get Into Dentistry conference,

GID <https://airtable.com/appgXnyzN5ZD9lwk6/shrBuiR7SBAC19kE>

FREE LIVE VIRTUAL Get Into Dentistry conference:

From strategically selecting universities to perfecting your personal statements and acing the UCAT exam, we've got your back every step of the way. Plus, we'll dive into honing your interview skills, exploring medical leadership and awards programmes, enriching your extracurriculars, gaining valuable work experience, and crafting a stellar CV. Consider this your one-stop-shop for all things medical or dental school prep!

Get Into Dentistry conference dates:

Saturday 23rd March, 9:30am - 3:30pm

<https://airtable.com/appgXnyzN5ZD9lwk6/shrBuiR7SBAC19kE>

If you have any questions at all, please feel free to drop me an email education@medicmentorfamily.org or call our team on 01530 417299. I'm looking forward to working with you to ensure your students are well-prepared and empowered to make informed choices about their future careers.

Warm regards,

Nikki Abbott

Enquiry Form: <https://airtable.com/shrM6UPT8Z2uxx7OL>

Medic Mentor Helpline: 01530 417299 (Open 10am - 5pm Monday - Friday)



APPRENTICESHIPS which one works for you?



The 2024 Advanced Engineering (Level 3) Apprentice Campaign is Now Open!

Do you know someone who may be interested in an Apprenticeship with Ford? Particularly, if they would like to join in September 2024.

For more information about our apprenticeship opportunities go to: ford.co.uk/apprenticeships. To apply, use the QR code below:



SCAN ME



Ford is committed to diversity and equality of opportunity for all and is opposed to any form of less favourable treatment or harassment on the grounds of sex, marital status, civil partnership status, parental status, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion/belief, gender reassignment and gender identity, age and those with caring responsibilities



FORD have now opened their 2024 Advanced Engineering apprenticeship programme, and attached is a flyer with the details.



www.ford.co.uk/apprenticeships

THE
PARENT
PERSPECTIVE



ONE YEAR ON

ONE YEAR ON with Robert Halfon MP Minister of State (Apprenticeships)

In this special episode we caught up with **Skills and Apprenticeships Minister**, Robert Halfon to find out what progress has been made in widening opportunities for everyone in the apprenticeships world, and what we can expect in the next few months.

Tune in now on all the usual channels, or by hitting the button below!

[The Parent Perspective Podcast - Amazing Apprenticeships](#)



Discover T Levels – everything you need to know - Amazing Apprenticeships

The place to go for Support
and
Guidance with all your
Apprenticeship
Questions.

<https://amazingapprenticeships.com/>

The January Parents & Carers Pack is now available to download [here](#). The pack explores plans for National Apprenticeship Week 2024, a 10-step plan for apprenticeships, the new Medical Doctor degree apprenticeship, T Levels in Agriculture, HTQs and much more.



College Information



College & Sixth Form Open Events 2023-2024

Directions
CAREERS, INFORMATION, ADVICE & GUIDANCE

Chelmsford College

www.chelmsford.ac.uk

Wednesday 11th October 2023– 6.00pm to 8.30pm
 Wednesday 15th November 2023– 6.00pm to 8.30pm
 Wednesday 7th February 2024 - 6.00pm to 8.30pm
 Wednesday 19th June 2024– 6.00pm to 8.30pm

USP College

www.uspcollege.ac.uk

Sevic Campus - Benfleet

Thursday 19th October 2023– 6.30pm to 8.00pm
 Thursday 23rd November 2023 - 6.30pm to 8.00pm
 Wednesday 31st January 2024 – 5.00pm to 7.00pm

Palmer's Campus - Grays

Thursday 5th October 2023 - 6.30pm to 8.00pm
 Thursday 9th November 2023 - 6.30pm to 8.00pm
 Wednesday 24th January 2024 – 5.00pm to 7.00pm

Writtle University College

www.writtle.ac.uk

Saturday 14th October 2023 – 10.00am to 3.00pm
 Saturday 25th November 2023 – 10.00am to 3.00pm
 Saturday 13th January 2024 – 10.00am to 3.00pm
 Saturday 9th March 2024 – 10.00am to 3.00pm
 Saturday 4th May 2024 – 10.00am to 3.00pm
 Saturday 15th June 2024 – 10.00am to 3.00pm

Stansted Airport College

www.stanstedairportcollege.ac.uk

Saturday 14th October 2023 - 10.00am to 2.00pm
 Thursday 25th January 2024– 5.00pm to 8.00pm
 Wednesday 1st May 2024 – 5.00pm to 8.00pm

Harlow College

www.harlow-college.ac.uk

Thursday 19th October 2023 - 5.00pm to 8.00pm
 Tuesday 13th February 2024 -5.00pm to 8.00pm
 Wednesday 24th April 2024 – 5.00pm to 8.00pm

South Essex College

www.southessex.ac.uk

Southend City College

Thursday 3rd October 2023 – 5.00pm to 7.00pm
 Thursday 16th November 2023 – 5.00pm to 7.00pm
 Tuesday 13th February 2024– 5.00pm to 7.00pm

Stephenson Road, Southend

Wednesday 8th November 2023– 5.00pm to 7.00pm
 Tuesday 9th January 2024– 5.00pm to 7.00pm
 Tuesday 30th April 2024 – 5.00pm to 7.00pm

Thurrock Campus

Wednesday 18th October 2023– 5.00pm to 7.00pm
 Thursday 11th January 2024 – 5.00pm to 7.00pm
 Tuesday 16th April 2024 – 5.00pm to 7.00pm

Centre for Digital Technologies, The Icon, Basildon

Thursday 2nd November 2023 - 5.00pm to 7.00pm
 Wednesday 13th March 2024 – 5.00pm to 7.00pm
 Wednesday 15th May 2024 – 5.00pm to 6.30pm

Luckyn Lane, Basildon (formerly Procat)

Thursday 30th November 2023 – 5.00pm to 7.00pm
 Wednesday 28th February 2024 – 5.00pm to 7.00pm
 Tuesday 14th May 2024 – 5.00pm to 6.30pm

Colchester Institute

www.colchester.ac.uk

Colchester Campus

Saturday 14th October 2023 – 10.00am to 1.00pm
 Tuesday 17th October 2023 – 5.00pm to 8.00pm
 Thursday 19th October 2023 – 5.00pm to 8.00pm
 Thursday 25th January 2024 – 5.00pm-8.00pm

Braintree Campus

Monday 16th October 2023 – 5.00pm to 8.00pm
 Saturday 4th November 2023 – 10.00am to 1.00pm
 Tuesday 23rd January 2024 – 5.00pm to 7.00pm
 Thursday 9th May 2024 – 5.00pm to 7.00pm

Apprenticeship Events

Tuesday 13th February 2024 – 5.00pm to 7.00pm
 Thursday 20th June 2024 – 5.00pm to 7.00pm

<p><u>The Sixth Form College, Colchester</u> www.colchsf.ac.uk</p> <p>Wednesday 18th October 2023 - 6.15pm to 9.00pm Thursday 19th October 2023 – 6.15pm to 9.00pm</p> <p><i>Applications will open online from <u>20th October 2023</u> and will close on the <u>31st January 2024</u></i></p>	<p><u>Braintree Sixth Form</u> www.braintreesixthform.com</p> <p>Wednesday 8th November 2023 – 6.00pm to 8.00pm</p> <p><i>Applications will open online from <u>9th November 2023</u> (<u>no closing date</u>)</i></p>
<p><u>New City College (all campuses)</u> www.nclondon.ac.uk</p> <p>Saturday 18 November 2023 - 10:00am – 2:00pm</p>	<p><u>Fashion Retail Academy</u> www.fashionretailacademy.ac.uk</p> <p>Times - TBC</p> <p>Saturday 23 September 2023 Saturday 21 October 2023 Saturday 18 November 2023 Saturday 20 January 2024 Saturday 17 February 2024 Saturday 16 March 2024 Saturday 20 April 2024</p>
<p><u>Access Creative College (Shoreditch)</u> www.accesscreative.ac.uk TBC</p>	<p><u>East London Arts and Music College</u> www.elam.co.uk TBC</p>
<p><u>Barking and Dagenham College</u> https://barkingdagenhamcollege.ac.uk/ TBC</p>	

SIXTH FORMS

<p><u>Shenfield High School</u> www.shenfield.essex.sch.uk Thursday 16th November 2023 6.00pm - 8.00pm</p>	<p><u>Brentwood County High School</u> TBC – previously November Virtual event available https://www.bchs.essex.sch.uk/1667/6th-form-virtual-open-event</p>
<p><u>Becket Keys – Brentwood</u> TBC - previously October www.becketkeys.org</p>	<p><u>Brentwood Ursuline</u> Thursday 9th November 2023 6.30 – 8.30pm Headteacher’s talk at 6.30pm www.brentwoodursuline.co.uk</p>
<p><u>St Martin’s School - Brentwood</u> Thursday 3rd November 4pm to 7pm www.st-martins.essex.sch.uk</p>	<p><u>Anglo European School - Ingrave</u> Thursday 28th September 4:30 pm to 8pm www.aesessex.co.uk</p>
<p><u>Basildon Upper Academy</u> Thursday 5th October 5pm to 7pm www.basildonupperacademy.org.uk</p>	<p><u>Beauchamps High School – Wickford</u> TBC www.beauchamps.essex.sch.uk</p>
<p><u>Mayflower High School – Billericay</u> TBC – previously November www.mayflowerhigh.essex.sch.uk</p>	<p><u>Bromfords School - Wickford</u> Virtual – on website www.bromfords.essex.sch.uk</p>
<p><u>Coopers School – Upminster</u> TBC https://coopersschool.com/</p>	<p><u>Drapers Academy – Romford</u> TBC – previously November www.drapersacademy.com</p>
<p><u>Southend High School for Girls</u> Wednesday 8th November 6pm to 8pm www.shsg.org</p>	<p><u>Southend High School for Boys</u> Thursday 2nd November 5:30pm to 7:30pm www.shsb.org.uk/</p>
<p><u>Westcliff High School for Girls</u> Thursday 9th November 6pm to 8pm www.whsg.info</p>	<p><u>Westcliff High School for Boys</u> Friday 10th November 6:30pm and 9:00pm www.whsb.essex.sch.uk</p>
<p><u>King Edward VI Grammar School</u> TBC www.kegs.org.uk</p>	<p><u>Colchester County High School for Girls</u> Friday 3rd November 6pm to 8:30pm www.cchsg.com</p>

**** CHECK DATES AND TIME ON COLLEGE/SIXTH FORM WEBSITES BEFORE TRAVELLING, YOU MAY ALSO NEED TO REGISTER TO ATTEND ****



FINAL CHECKS OPEN DAY

Join us for a fun-filled and educational experience at our academy open day. Meet our dedicated teachers, explore our state-of-the-art facilities, and get a glimpse of the exciting curriculum we offer for 16yrs+

📅 Wednesday 20th March

🕒 At 4pm - 7pm

📍 1-5 High Street, Romford, RM1 1JU

REGISTER FOR OUR FREE MAKEUP WORKSHOP

☎ 01708 459644

🌐 www.finalchecksacademy.com



We specialise in TV, Film, Fashion, Stage Makeup and Hair. Our students' work has been seen on feature films, London fashion, number 1 music videos and much more.

We would love to have the opportunity to showcase our work and educate your students on what the industry can offer.

We were also featured on the BBC News in partnership with Dagenham Studios sharing our knowledge for the next generation.

We offer various of courses and training including:

Please see link below for further information about the academy.

[About Us - Final Checks Make Up Academy \(finalchecksacademy.com\)](http://www.finalchecksacademy.com)

We also have our open day on Wednesday 20th March where learners can book a free master-class with top celebrity makeup artist 'Astrid Kearney'

[OPEN DAY/ FREE MASTERCLASS - Final Checks Make Up Academy \(finalchecksacademy.com\)](http://www.finalchecksacademy.com)

Danielle Everitt

Director of Final Checks Makeup and Hair Academy Ltd

1-5 High Street

Romford

RM1 1JU

01708 459644

www.finalchecksacademy.com

Twitter @FinalChecksUK



SATURDAY CLUB

Our current **Saturday Club** cohort are producing some great creative projects!

For this club, priority is given to applications on free school meals, care leavers, and specific postcodes.

Contact us for more info ▶

FILM AND MEDIA SATURDAY CLUB

The National Saturday Club is a publicly funded outreach programme which aims to involve 13–16-year-olds in a creative subject at a local institution. The National Saturday Club caters to a variety of young people's interests and with a country-wide network, it is a fantastic opportunity to encourage young people to engage with a subject they love or are interested in.

We organise a **Film and Media Saturday Club** annually at our campus where members can learn more about the world of animation, games and VFX. Our club members work with an expert tutor and are supported by our Studio Assistants and Student Ambassadors to create their own creative pieces in our high-tech

SATURDAY CLUB



Barking and Dagenham College believe it would be of great interest to students and parents, to come along to the next Open Day. These events provide an excellent opportunity for students to explore the diverse educational programs and facilities we offer, fostering a deeper understanding of the exciting opportunities available to them here at BDC!

Date: April Saturday 27, 2024 Time: 9:30 AM - 2:00 PM

Our open events are designed to showcase the various courses, vocational training, and enrichment programs available at Barking and Dagenham College. Students and their parents will have the chance to meet with faculty members, tour our state-of-the-art facilities, and gain insights into the dynamic learning environment we provide.

At Barking and Dagenham College, we are committed to nurturing the academic and personal growth of our students. Our diverse range of courses caters to different interests and career aspirations, ensuring that each student can find a path that aligns with their goals.

We would be delighted to welcome your students to explore the possibilities at our upcoming open events. Please feel free to distribute this information among your students and encourage them to attend with their parents or guardians.

If you have any questions or require additional information, please do not hesitate to contact us via bailey.wilden@bdc.ac.uk

Thank you for your time and consideration. We look forward to welcoming all of your students to our open events!



[Home — Barking & Dagenham College](http://barkingdagenhamcollege.ac.uk)
[\(barkingdagenhamcollege.ac.uk\)](http://barkingdagenhamcollege.ac.uk)



STEP-BY-STEP GUIDE TO STUDYING IN THE U.S. FOR INTERNATIONAL STUDENTS

Please type this address into your web browser.

www.intelligent.com/best-online-colleges/study-in-the-usa-guide-for-international-students

The article can support international students planning to study in the U.S. covering aspects like the types of educational institutions, the application process, financial considerations, state-wise information, and post-graduation options, including work and visa details.

Intelligent

LEARNING
HOW TO
LEARN

The
Difficult
Art of
Studying

There is no "right" way to study, but there's probably a way that works best for you.

[READ MORE >](#)



Explore your education and training choices

Whether you know where you're heading or not, knowing about the different routes open to you is a great place to start.



<https://nationalcareers.service.gov.uk/explore-your-education-and-training-choices>

Get the Jump' brings together all education and training choices for young people to help them decide their next step when they reach 16 and 18. It signposts to new simplified information about all their options on the National Careers Service website. Click Here: Get the Jump: explore your education and training choices | National Careers Service

**Previous and current Weekly
Careers**

**Student Notices can be found in
your
student drive**

X:\Social Sciences\Careers\Careers Tutor Notices\KS4

