



Year 11 Consultation Procedure

Shoreham Academy is committed to delivering the highest levels of information, advice and guidance in order to support students to make the best individual post-16 decisions. We encourage students to participate actively in any appointments, follow up on guidance and access drop in support if needed.

Receiving Appointments

All Year 11 students will be offered a consultation before post-16 applications must be made, we appreciate students patience as we work hard to see almost 300 students. On the morning of their consultation, Students will be given an appointment slip by their mentor. If a student is absent on the day of their appointment, it will be rescheduled. Please be aware that frequent absence or forgetting appointments will delay our ability to provide 1 to 1 support. To support those students who have urgent questions or concerns, we have added a daily drop in during morning break time each day.

Information, Advice and Guidance

All consultations with our L6 qualified Careers Advisor are student-led. This means that the Information given to students will be guided by their needs and preferences. In line with the baker clause, we are well placed to advise on a range of education and training providers as well as our own thriving Sixth Form. A copy of any key links discussed with the student will be sent to their school email address. We expect students to follow up on the guidance received, this will be supported by their keyworker if they have one. Information on qualification types, entry requirements and the applications process will be reinforced in the weekly Y11 mentor programme. Our aim at Year 11 is primarily to identify a student's next steps, although an idea of future pathway is helpful and will be discussed, having a fixed idea of aspiration is not essential. We can also support students to make decisions about their next steps based on their strengths and interests.

Record Keeping

A record is kept of every Y11 consultation to log the advice and guidance given and support with follow up appointments. This record will alert us to any students who require further or enhanced support. It also helps our pastoral teams track student's aspirations to aid the work they do.

Supporting you

Your advisor is Mrs Silverman Leggatt, she is a Level 6 Qualified careers leader with 12 years experience of working to secure the best outcomes for young people. She will run all appointments and drop in sessions.

Referral/External Support

Students who are hard to reach will be offered support by the areas post-16 team. This targeted team offer enhanced, expert advice and guidance to those students whose pathway maybe be made more complex for a range of reasons.