

## Careers Appointments

Our Careers Team has a qualified Careers Adviser Claire Milne who works for our external careers' provider: Innervate Careers.

All students are entitled to a one to one career guidance interview during their time at Woking High School.

Career appointments are scheduled every Tuesday from Period 1 to Period 5. Year 10 interviews take place during the Summer term and Year 11 interviews are prioritised in the Winter & Spring terms. All students receive a comprehensive action plan after their career interview.

Parents and students can request a careers appointment by emailing [cjarman@wokinghigh.surrey.sch.uk](mailto:cjarman@wokinghigh.surrey.sch.uk) or speaking to their tutor

### How to prepare for your career discussion

Soon you will be talking to a career adviser. Their job is to help you find out about and understand the options and opportunities available to you when you complete school, as well as your thoughts and ideas for the future.

This is your discussion and to help you identify what will be most helpful to discuss, the career adviser will ask you lots of questions in the beginning. If you have something you would like to find out or discuss, then do suggest this.

The career adviser will also help you weigh up your thoughts and understanding as to what are the best choices for you. This will help with your long-term decision making and moving forwards with a plan. The career adviser will help you identify actions and tasks that you can start doing now to help you move towards your goals.

After the meeting the career adviser will provide you with a career action plan which is a summary of what you discussed as well as any identified actions moving forwards.

Here is some information about your career adviser:



“Hello, my name is Claire Milne and I have been working in education for 15 years. For the last four years I have concentrated on careers, working with students to help them consider the different pathways and options.

As a Career Adviser I hope to provide information, advice and guidance to try to help you find out a bit more about yourself, what you might like to consider in the future, from choosing GCSEs, Sixth Forms/Colleges, university or apprenticeship options and also future planning ideas.

The careers sessions are very much centred around what would be helpful for you, your thoughts and feelings and ideas. I will be there to listen and guide, and explore with you, what you might enjoy, or indeed not enjoy! Whether you have an idea of what you might like to do as a career,

or not, I hope this time will provide some space for you, and reassure you in your next steps, providing tools and tips for further research, useful websites and helpful information.

## Things to Consider before your careers interview

So you can make the most out of this discussion, prepare yourself and consider any questions you may have, please try and answer the following questions. It is okay if you are not sure, or do not know the answers.

<b>What are your ideas for the future?</b>  <b>Do you have any career ideas? If so, what?</b>	
<b>What are you thinking of doing after year 11?</b>	
<b>What do you know about college and sixth form? Apprenticeships?</b>	
<b>What do you know about the different qualifications available after year 11? E.g A levels, BTEC etc.</b>	
<b>What are your predicted grades? Are you meeting these?</b>	
<b>How are you getting on in school?</b>	

<p><b>What subjects do you enjoy and do well in?</b></p>	
<p><b>What subjects do you not enjoy and not do so well in?</b></p>	
<p><b>Do you have any hobbies, extra-curricular activities or responsibilities other than school?</b></p>	
<p><b>Have you completed any work experience?</b></p> <p><b>If so, did you enjoy this? Why? Why not?</b></p>	
<p><b>What do members of your family do? Does that interest you? Why/ why not?</b></p>	
<p><b>Do you know how to research ideas for after year 11 and apply?</b></p>	
<p><b>When do you think you need to make a decision by and apply?</b></p>	
<p><b>What would you like to use your career interview to discuss?</b></p>	