

16 May 2023



**Bishop Laney**  
Sixth Form

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Dear Parent/Carer

### **Year 12 Programme – Summer Second Half – Term**

As you may be aware, your son / daughter has a busy programme of events during the coming half-term focused on their progression and beginning the work of planning their next steps. This programme is designed to start their search for the university, apprenticeship, or employment opportunities which they will have available to them at the end of Year 13, next summer.

You will have already received information about the visit to the Careers, Apprenticeship and UCAS Fair at Norwich Showground on Tuesday 13<sup>th</sup> June 2023, which marks the start of this process.

If you have not yet received this letter, please email [office@bishoplaney.org](mailto:office@bishoplaney.org) after checking your junk email.

### **Year 12 A Level Subjects Mock Examination**

A copy of the mock examinations is included with this letter. The timeframe is slightly different to that previously published owing to various events and trips. During this period, A level subjects lessons will not take place to enable revision time; Level 3 BTEC lessons will continue.

### **Work Experience Placement – Monday 10<sup>th</sup> to Friday 14<sup>th</sup> July**

Your son / daughter is also currently preparing to undertake their work experience placement in July. All students have been invited to attend an introductory information session and those who have not yet progressed to securing placements will be followed up by the tutors early next half-term.

Students have been provided with a Placement Form (blue in colour) on which they obtain agreement from the prospective work placement provider and you as their parent / carer before returning this to college. Our partner organisation, The Employability Partnership, carry out checks on our behalf to assure placements as purposeful and safe for students.

We are aware that some students have experienced difficulties when contacting employers to explore the possibility of placements and encourage all students in that position to contact Lisa Lambo-Hills, Careers Co-ordinator [llambo-hills@bishoplaney.org](mailto:llambo-hills@bishoplaney.org) to arrange an appointment. Our aim is for as many students as possible to secure a placement, however we are aware that some restrictions in some businesses are limiting their capacity to offer placements presently. Students who are unable to secure placements will take part in employability related activities during the period of work experience.

## Progression Day – Wednesday 19<sup>th</sup> July

Following the Careers, Apprenticeship and UCAS Fair, your son/daughter will take part in a Progression Day on Wednesday 19<sup>th</sup> July which builds on the Careers, Apprenticeship and UCAS Fair to tackle topics in more depth including the experiences of apprentices and graduates, insights into student life, higher education finance, as well as providing each student with two mock interviews, conducted by volunteers from a range of local businesses. We are aware this was a date set aside for a Criminology trip – this will be rescheduled with full details to follow in due course.

To provide a more immersive experience, students are asked to attend for this day **in smart business dress**, suitable for a professional interview and prepare an up-to-date CV to be submitted prior to the event. CV writing workshops are available to support students with this in the weeks leading up to the Progression Day.

The Progression Day is kindly hosted in the grounds and buildings of Ely Cathedral and will run from 9am to 1pm. During the evening of Tuesday 18<sup>th</sup> July from 6:30pm to 7.30pm, we will run an online information session for parents and carers to provide information about the progression opportunities and application processes.

We look forward to seeing you at the online event on Tuesday 18<sup>th</sup> July, and ask please that you remind your son / daughter to register for the Careers, Apprenticeship and UCAS Fair using the details provided in the previous letter.

With best wishes for the coming half-term break, and a reminder that should you have any queries, please do not hesitate to contact the college via [office@bishoplaney.org](mailto:office@bishoplaney.org).

Yours faithfully



**Mr A STEELS**  
**Head of Bishop Laney Sixth Form**

Principal: Simon Warburton



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Council England

