



Dear parents/guardians,

Your child is now at the stage where they are taking more control and responsibility for planning their future.

[Careers Wales](#) are here to help you with access to information, advice and guidance that will help you to support them to consider all of the options available, so they can make informed choices about the career path that is right for them. This includes supporting them to:-

- Choose the subjects they study;
- Understand more about continuing in education;
- Generate ideas about jobs;
- Understand more about apprenticeship opportunities;
- Find out more about the world of work.

Please see the [booklet](#) which explains more about our services and how we deliver them. We would encourage you to read this and discuss this with your child.

If you'd prefer to receive a printed copy or want further information, please contact your careers adviser (Kirsty Downey) [Kirsty.downey@careerswales.gov.uk](mailto:Kirsty.downey@careerswales.gov.uk) / [downek@stcenydd.co.uk](mailto:downek@stcenydd.co.uk)

Regards

Kirsty Downey  
Careers Wales

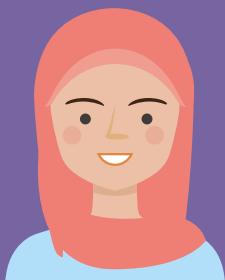
---

# Supporting your child to make decisions about their future



Gyrfa Cymru  
Careers Wales

Information for parents and guardians



[careerswales.gov.wales](https://careerswales.gov.wales)



[post@careerswales.gov.wales](mailto:post@careerswales.gov.wales)



0800 028 4844



Webchat



Llywodraeth Cymru  
Welsh Government

# Our services

We've listed the services that we provide to your child in school, sixth form or college. As part of this service, we may contact you or your child via email, text or phone to let you know more about activities, events or information that is relevant to your child's education and future career.

## Year 9, 10 and 11



One to one guidance interviews



Employer engagement events



Keeping in touch to monitor and review career plans and progression



Digital support

- Our website
- Buzz Quiz
- Job Matching Quiz
- Social media
- Web chat support
- Online videos and resources
- Video interviews for Yr 11
- Podcasts
- CareersCraft



Support for pupils with additional learning needs



Careers fairs supported by our partners



ESF projects TRAC, I2A, Cynnydd



Attendance at additional learning needs transition reviews



We attend parent evenings and option evenings / events in schools



Information campaigns



Interactive workshops



Provide information on different jobs, industries and future skills



We will supply a learning and skills plan for pupils with additional learning needs who are progressing to college, higher education or work based learning

## Young people in post 16 education



Information campaigns



One to one support for students at risk of dropping out



Labour Market Information (LMI)



Careers fairs supported by our partners

Support for students with additional learning needs who have a learning and skills plan



Digital support

- Our website
- Buzz Quiz
- Job Matching Quiz
- Social media
- Web chat support
- Online videos and resources
- Video interviews for Yr 11-13
- Podcasts

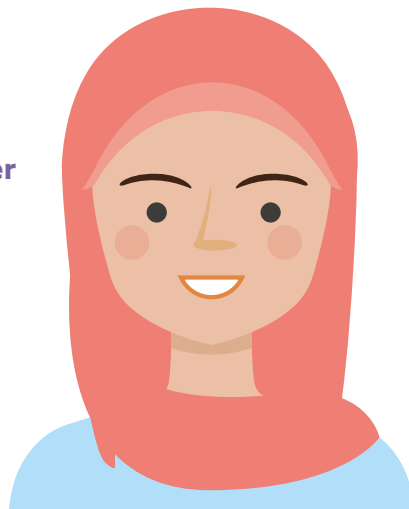
# About us

Careers Wales provides free and impartial careers information and support for anyone making education or employment decisions.

We are here to help young people and adults make career plans and decisions, to move into the right training, further learning or employment opportunities.

Our services focus on supporting customers to develop awareness and aspirations to equip them to make effective career decisions throughout their lives.

Our services can be accessed via [careerswales.gov.wales](https://careerswales.gov.wales), telephone, webchat, or by speaking to a careers adviser.



## Career journey

Your child will make important decisions throughout their years in education. Careers Wales can support you and your child in making the right decisions to help them achieve their career ambitions.

Year  
**9**  
Age: 13-14

### What to think about:

The choice of GCSE subjects will have some effect on what your child can do in the future. However, choosing subjects that suit your child and their abilities is most important. If they have a career in mind think about the subjects they might need. If not, go for a good balance. This will keep their career options open later on.

**Education choice:** In either year 8 or 9 your child will choose which subjects, courses and qualifications to study in years 10 and 11.

In school your child will be given the opportunity to try our Buzz Quiz, Job Matching Quiz and CareersCraft to help them discover more about their personalities and strengths and to explore job ideas.

Why not try these quizzes at home with your child on our website. Visit [careerswales.gov.wales](https://careerswales.gov.wales) and follow the icons on the homepage.



# Career journey



Year  
**11**  
Age: 15-16

## What to think about:

If your child has a career in mind, research the entry requirements and find out if any specific subjects or courses are required. This will impact on their next steps. Speak to our careers advisers at parent evenings and parent events or visit [careerswales.gov.wales](https://careerswales.gov.wales) for further support. Apprenticeships and other work based learning offer fantastic opportunities to earn and learn.

After GCSEs your child will face a number of choices. Your child could continue in full-time education in college or sixth form, consider further training such as apprenticeships or work based learning, or get a job.

## Career Check:

Pupils will be asked to complete a questionnaire called career check in year 10 or 11. This survey will show us how far your child has got with planning for the future and what support we need to offer.

Year  
**13**  
Age: 17-18

## Education or career choice

At this stage, your child could opt for higher education at college or university; get on the job training with an apprenticeship or higher apprenticeship; take a gap year or do some voluntary work; get a job or consider self-employment.

## What to think about:

Your child's choice of career will decide their next steps. Research entry requirements and consider all the options. These include:

- ✓ Continuing in education or training
- ✓ Apprenticeship
- ✓ Getting a job
- ✓ Volunteering
- ✓ Taking a gap year
- ✓ Starting their own business

## How can you help your child make career choices?

The economy and jobs market is set to significantly change over the coming months and even years as a result of the pandemic.

In this rapidly changing situation, impartial careers advice and guidance is more important than ever. We want to support you with the most up to date information and advice so you can be in the best position to help your child navigate their career path.

**You will be a big influence on your child's career choices. Here are some tips on how you can help:**

- |   |   |
|---|---|
| <b>1</b> Discuss their future career ideas and encourage them to think about all the options available.   | <b>4</b> Encourage them to develop their skills through education, hobbies, interests, work experience and part-time jobs.    |
| <b>2</b> Encourage them to make full use of the help available to them in school, college and from Careers Wales.   | <b>5</b> Encourage them to research and allow them to make their own choices.   |
| <b>3</b> Use <a href="https://careerswales.gov.wales">careerswales.gov.wales</a> to look to the future by finding out about the job market, skills employers are looking for and employment trends. | <b>6</b> Show them the Buzz Quiz to discover their strengths and the Job Matching Quiz and CareersCraft to explore job ideas. |
|   | <b>7</b> Attend Careers Wales events and webinars – e.g apprenticeship awareness virtual events.                              |

## Support available for you and your child

All schools have a careers education programme aimed at providing learners with information and experiences to help with future career ideas.



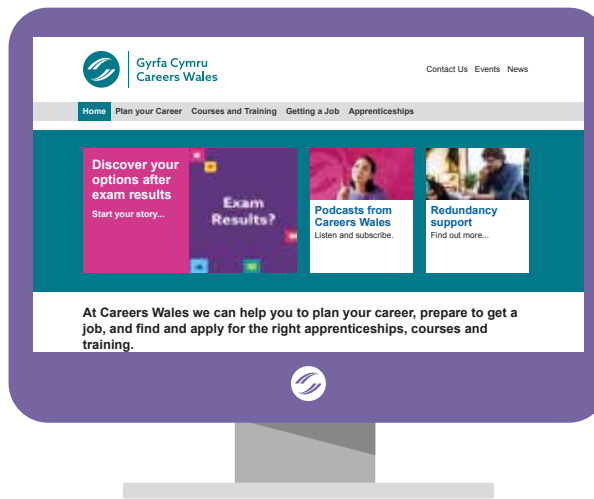
- All schools have a careers education programme aimed at providing learners with information and experiences to help with future career ideas.
- Careers advisers are available at all schools to give career information, advice and guidance and to deliver group workshops. Extra help and support is available for those with learning difficulties and/or disabilities.
- Careers advisers have access to the latest Labour Market Information (LMI) which includes information about job trends, growth sectors and skills shortages.
- Our advisers are available on the telephone and through webchat. We attend school parents evenings and run events specifically for parents. Follow us on social media for the latest news and events.

# How can our website help

## Notes

Our website is full of information, tools and resources to help you and your child. You can:

- 🔍 Search for information on 100's of different careers to find out more about wages, what qualifications are needed and the skills and qualities required for different jobs.
- 🔍 Search and apply for apprenticeship vacancies, work based learning and job vacancies.
- 🔍 Look at videos, case studies and articles.
- 🔍 Use interactive tools and resources such as the Buzz Quiz, Job Matching Quiz and CareersCraft to give ideas and plan next steps.
- 🔍 Access Labour Market Information (LMI) on a range of sectors providing up to date trends, to help your child choose their careers.
- 🔍 Coming soon! A series of virtual open days will be running in February 2021 for years 9,11,12 and 13 to help them make decisions about their future.



What details do we hold and why?

For us to provide our services, it is necessary for us to hold personal data about the customers we work with. To find out more about how we use personal data you can find our privacy notice online at [careerswales.gov.wales/about-us/privacy-notice](https://careerswales.gov.wales/about-us/privacy-notice).

If you would like a printed copy of our privacy notice, please call us on 0800 028 4844.



## Connect with Careers Wales:



**Telephone:** 0800 028 48 44



**Webchat:** you or your child can chat to a member of the Careers Wales team



**Email us:** [post@careerswales.gov.wales](mailto:post@careerswales.gov.wales)



[careerswales.gov.wales](http://careerswales.gov.wales)



[careerswales](https://www.facebook.com/careerswales)



[@careerswales](https://twitter.com/careerswales)



[careers\\_wales](https://www.instagram.com/careers_wales)



[careerswales](https://www.youtube.com/careerswales)