

Dear Parent / Guardian(s),

With the start of the Summer Term, we are writing to let you know what our year 1 students will be focusing on in Tutorial sessions.

Tutorials are not only a supportive space where students learn about study skills, safety and Varndean values, they are also an important learning space where your young person plans and prepares for whatever they wish to pursue after they finish their studies at Varndean College. This may be a higher education route or employment/ apprenticeship pathway. Planning and preparing for the future can be a long process and it requires research as well as many discussions. These discussions are significant at this point in the year and we are encouraging all students to engage with their subject teachers, Personal Tutor and/or the College Careers Team regarding their progression. Students are encouraged to make appointments with the Careers Team to get support with their future plans and can do this by emailing [careers@varndean.ac.uk](mailto:careers@varndean.ac.uk)

In the first half of the Summer Term, students will research their future options and career aims, mainly working on the Unifrog platform. They will also register with UCAS (University College Admission Service) and /or the National Apprenticeship Service. These require the guidance of the Personal Tutor and students that are absent from Tutorial sessions will miss this valuable input.

In the second half of the Summer Term, students will be taught how to write their personal statements/ covering letters and they will be given time in Tutorial to access support with this. They will be expected to hand in their first draft of either by the 1st July for feedback and further guidance.

In the last week of teaching, students will reflect on their progression plans and they will be encouraged to set targets for the summer holidays to help them with their preparation for their future plans. The Careers Team have informed students that they should access work experience in the following weeks:

- w/b 11th July
- w/b 5th September

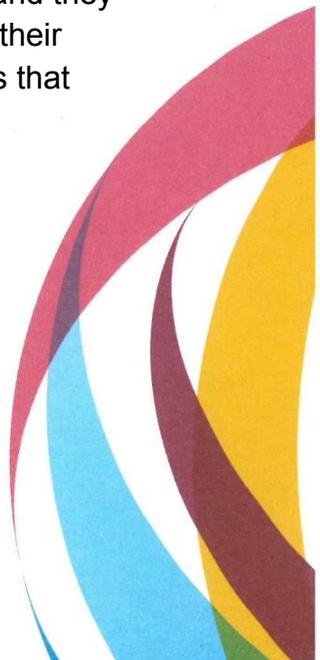
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Principal: Donna-Marie Janson



There are also work experience hubs in college (employers delivering projects with students) on the 30th June and 1st July. Students are encouraged to access these and will be reminded by their Tutor. Attendance at Tutorial sessions is compulsory

and we are encouraging all students to maintain consistent attendance until the end of the year.

We are providing a valuable opportunity with Sussex University on 27th June. All of our Year 1 students will take part in the Higher Education Day at Sussex University. They will attend workshops of their choice to focus on their progression and will also have a tour of the university campus. Throughout the summer term, students will be encouraged to make appointments with the Careers Team to get support with their future plans.

For more detailed information of what students will be doing in tutorials, please go to [Year 1 Summer Term Plan 2022](#)

If you wish to use Unifrog to see what post-18 choices are available to students, you can use the Unifrog Parent / Guardian login. It was set up so that you can use Unifrog as if you were a student yourself. Whilst this demonstration version does not have all the functions available to your young person, it gives a good indication of the resources available.

### **Accessing Unifrog**

The form code you need is: varndeanparents and you can sign up here: [www.unifrog.org/code](http://www.unifrog.org/code). The code is valid until 20<sup>th</sup> June 2022.

For more information, go to [www.unifrog.org](http://www.unifrog.org) or contact [careers@varndean.ac.uk](mailto:careers@varndean.ac.uk).

There is more information available on our website [Parent Essentials](#)

We trust that you recognise the importance of students taking part in the tutorial programme and their engagement with information and resources provided. Please encourage your young person to attend fully so they will have all the information and experience needed to help them choose and make necessary plans for their future career path.

Thank you for your continued support.

Kind regards,  
The Tutorial Team

