



Maple Grove School
Clare Avenue
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CH2 3HR

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Date: 15th July 2025

Dear Parents and Carers,
Re: Support with College Placements and Careers Guidance

As your child approaches the next steps in their educational journey, we would like to clarify the support available from school regarding college placements and careers guidance, while also outlining the expectations placed on you as families.

Our Role in Supporting Your Child's Next Steps

We are fortunate to have Stacey Richards in post as our Level 6 Careers Leader, a key role which ensures we meet the Gatsby Benchmarks for high-quality careers education and guidance. This aligns with national expectations outlined by the Careers & Enterprise Company, who advocate for a stable careers programme led by trained professionals (www.careersandenterprise.co.uk).

Stacey works closely with our dedicated Level 7 Careers Advisor, Anna Leese, to provide support to our young people and their families. Anna provides tailored guidance that reflects each student's needs and interests. Anna is a level 6 registered careers professional. She will meet with each child for a careers interview where she will discuss your child's aspirations for the future, talk about work related learning opportunities, potential local colleges, apprenticeships and other pathways they may be interested in. Following this meeting Anna will write a detailed report and action plan which will be shared with yourself and your child.

We also provide a range of resources on our school website, which includes links to trusted external sources, local college information, and career planning tools. We value the insight and involvement of parents and carers in shaping these next steps and will continue to keep you fully informed and involved throughout the

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process. During the next academic year, we will offer dedicated coffee mornings and parents' evenings to provide you the opportunity to talk about your child's next steps and ask any questions you may have.

Our ultimate goal is to ensure your child feels confident, prepared, and supported as they move forward into the next steps.



How You Can Support Your Child's Next Steps

While we are committed to supporting your child's future planning, the responsibility for securing a suitable college placement ultimately lies with you as parents/carers, in collaboration with the local authority.

As outlined by the Careers & Enterprise Company, parental engagement plays a critical role in young people's success. Therefore, we encourage you to actively explore available options, submit applications, and liaise with relevant providers as early as possible. We recommend using our in-house support, especially Stacey and Anna, as a starting point, but we cannot take on the full responsibility for securing placements on your behalf.

What else you can do to support your child

- **Talking to Your Child About Their Future:** Encourage open conversations at home about their hopes, interests, and worries regarding life after school. Your encouragement and reassurance make a big difference.
- **Exploring Options Together:** Research colleges, apprenticeship providers, or training programmes alongside your child. Visit open days and information events where possible to help them feel informed and confident.
- **Supporting Practical Skills:** Help your child build life skills such as managing time, using public transport, or preparing for interviews. These small steps can greatly boost their independence and confidence.
- **Keeping Us Informed:** Let us know of any changes or concerns that may affect your child's needs, interests, or ability to engage with planning. Open communication helps us work better together.
- **Encouraging Independence:** As appropriate, support your child in taking ownership of their decisions and developing self-advocacy skills, so they are prepared for a more adult learning environment.
- **Work Experience:** Support us in finding suitable work experience placements to enable your children you gain valuable skills.

We deeply value your involvement and collaboration as we guide your child toward their next chapter.

Useful Information

<https://www.maplegroveschool.org/our-approach/careers/>

On our School website you will find a section dedicated to Careers and your young person's next steps. The careers section has been broken down into the following tabs

- Policies and procedures.
- Meet the Careers Team

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- Useful websites for next steps – This includes local college information.
- Information on the Gatsby benchmarks

There is also a helpful guide for Parents and students which details all that we do at Maple Grove and what to expect next.



Coffee Morning Details

Date: Wednesday 8th October 2025

Time: 10am & 6pm

Location: 10am – Hoole community Centre 6pm- school hall

This informal event is an ideal opportunity to speak with us face-to-face and clarify any uncertainties and to find out about what needs to happen, when and how we can best support you to finalise your young people's next steps

We are proud of the strong careers support we provide at Maple Grove School, led by a dedicated team and grounded in national best practice. However, the onus remains on you, as a family, to secure appropriate placements and work with your local authority to ensure a successful transition beyond school.

We are here to advise, guide, and support, but your active, timely involvement is essential. If you have any questions, or require support accessing resources, please don't hesitate to get in touch.

Stacey Richards
Careers Leader

Nicola Sawyer
Head of school

Anna Leese
Careers Advisor

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