

Directions

**Choosing your options
in Year 8 or 9**

Welcome to Directions

In Year 8 or 9 you will have to decide which subjects you want to study up to Year 11. It is important to get this decision right, so that you take the subjects you need for the course or job you may want to do in the future.

This guide is here to give you general information about different qualifications, subjects and how to identify your skills. Once you have thought about these, go to pages 22-23 and fill out the action plan. This process can help you make the decisions you have to make. Your school will give you more detailed information about what choices they offer.

Directions includes advice about choosing options from young people, parents/carers, careers advisers, subject teachers and form tutors. You will also find activities to help you make your decision. You will find these symbols which will tell you what you need to do!



Key things to remember:

- you will get a lot of help to choose
- not all subjects and qualifications will be available in your school
- choose subjects that you are good at and interested in
- for most jobs you do not need to study specific subjects other than English, maths and science, which you have to take anyway.

The first important thing is to do your research - start by working through this booklet which will give you some ideas of things to think about and to do!

Most of the information in this booklet will be relevant to you wherever you live in the UK. However, some of the information, such as that about qualifications, the school leaving age and post-16 options is aimed at young people who live in England.





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Subjects

In this section you need to...



Core subjects

The range of subjects you can study up to Year 11 will depend on what your school has on offer, however all schools must offer certain subjects known as 'core subjects'.

Every subject you study will give you valuable skills and knowledge for the future, but some subjects are so important that almost all students have to study them and get a qualification in them. These are English, maths and science.

The English Baccalaureate (EBacc)

The EBacc is not a qualification; it measures a student's performance across a broad, balanced set of academic GCSEs. Subjects included in the EBacc are: English language and English literature, maths, history or geography, three single GCSE science subjects or the combined science GCSE worth two GCSEs, and a language.



English and maths

You don't have to decide about these subjects because you must study them. It is important that you try hard in these subjects as many courses and employers will want you to have good grades in them.



Science

You don't have to decide about studying science up to Year 11 - because you have to! However, it is very important to get the decision right about which science or sciences you take. You could take a combined science GCSE - or individual science GCSEs.

If your school offers three or four separate science subjects - biology, chemistry, physics and computer science - and you want a career that is linked to science - it is a good idea to take three of these.

If you are interested in science, there are also other subjects that are linked to science that may be offered by some schools as optional subjects - such as geology and astronomy.



Optional subjects

Optional subjects are those you can choose from. It is an important decision as you will be studying these subjects for up to three years. If you have an idea of what you want to do in the future, pick the subjects useful for that job. Remember, not all schools will offer all the subjects in this section and some schools may offer other subjects not listed in this section.

Some subjects are available as GCSEs and some as vocational qualifications - see page 12 for more information about different types of qualification.

To find out more about what each subject involves and what you will study, use the options information your school will give you. Most schools will encourage you to take a broad range of subjects as this will keep your options open.

You have to study some subjects at GCSE if you want to take them at A level, for example, science and languages. So, if you know you want to do a certain subject after Year 11, it's wise to choose it for GCSE.

Learning styles

When you are choosing the subjects you are going to take you need to consider your learning style.




Some people learn better as part of a group, whilst others are better learning on their own. Some people learn better when given practical tasks, whilst others may get more out of reading about a subject. Some students like to be told, or shown, how to do a task, but others would rather go and research ideas and find out information for themselves.

Understanding your learning style can help when choosing new subjects and courses. Different subjects may require different ways of learning. Some will involve more practical work and others more theory for example. If you need some support with learning, extra help is always available whichever subject you choose.

If you think you would struggle to study or wouldn't like a subject because of the learning style, don't worry. Teachers will always try and teach their subject in a variety of different ways. If you know you like a subject, you may just have to try a bit harder and adapt to that learning style (this is a very good skill to have).

Most people are a mixture of learning styles. If you have ever done a quiz at school, you may know what learning styles suit you best.

The main learning styles are

-  Auditory - you learn best when you are told how to do something or by listening.
-  Kinesthetic - you learn best by physically doing something.
-  Visual - you learn best by being shown how to do something or looking at images.

Some examples of how learning styles fit with subjects are below.

History - you would use more visual and auditory learning styles

Design Technology - you would use kinesthetic, auditory and visual learning style

Computing - you would use kinesthetic, auditory and visual learning styles.

As you can see most subjects will use at least two different learning styles.

Creative and media

These can be GCSEs or vocational qualifications and include subjects such as art and design, graphic communication, textile design, media studies, creative media production, music, music technology, interactive media, performing arts, drama and dance.

Studying these subjects will involve practical work, but if they are studied as a GCSE they will involve at least one exam.

Art and design

You need to have some artistic skill and a talent for being creative to study this subject. Skills developed by studying this subject include:

- creating ideas visually
- drawing, designing, painting, illustrating by hand and using a computer
- developing ideas through research
- critical thinking
- creative and practical problem solving
- organising and planning
- working independently



Think about the jobs where it would be useful to have studied art and design and list them here:



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Think about the jobs where it would be useful to have studied music, drama or dance and list them here:



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Music, drama or dance

You need to have an interest in these subjects to study them. Skills developed by studying these subjects include:

- confidence
- creativity
- developing and communicating ideas
- social skills
- critical thinking
- improvisation
- discipline
- ability to work in a team
- ability to meet deadlines
- performing in public



History, geography and religious studies

These are GCSE subjects. They will involve a lot of reading and writing and you will have to sit at least one exam. Other subjects in this area include sociology, psychology, classical civilisation and film studies.

History

Studying history could mean studying any period in the past - check out which parts of history you will be studying. Are they ones you are interested in? Skills developed by studying this subject include:

- research
- communication
- developing an argument
- finding evidence to support an argument
- organising information



Think about the jobs where it would be useful to have studied history and list them here:



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Think about the jobs where it would be useful to have studied geography and list them here:



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Geography

To study geography you need to be interested in the world around you. As well as reading and writing about the world it is likely that you will also take part in a 'field trip' to study the landscape. Skills developed by studying this subject include:

- research
- collecting, interpreting and presenting information
- working with maps, tables and graphs
- understanding global issues
- problem solving and critical thinking
- IT



Religious studies

Religious studies is about enabling you to think for yourself about religious and moral issues.

Skills developed by studying this subject include:

- clear and logical thinking
- organising information
- communication - writing and self-expression
- understanding both sides of an argument
- negotiating and resolving conflict



Think about the jobs where it would be useful to have studied religious studies and list them here:



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Think about the jobs where it would be useful to have studied PE/sport and list them here:



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PE/sport

Physical education can be studied as a GCSE and sport as a vocational qualification.

Skills developed by studying this subject include:

- health and fitness
- exploring and communicating ideas
- team working and leadership
- training and coaching
- identifying and solving problems
- tactics and strategies
- performing to your maximum



Think about the jobs where it would be useful to have studied technology and list them here:



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Technology

'Technology' covers many different subjects such as construction and the built environment, engineering, electronics and design and technology. Most of these subjects can be studied as GCSEs or as vocational qualifications.

Skills developed by studying these subjects include:

- designing and drawing
- making and modelling
- working with hands, machines and computers
- research
- analysis and problem solving
- team working

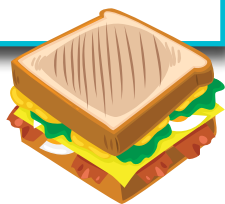


Food preparation and nutrition

Food preparation and nutrition can be studied as a GCSE. Other food-related subjects, such as hospitality and catering, can be studied as vocational qualifications.

Skills developed by studying this subject include:

- organising and planning
- analysing and evaluating
- team working
- practical cookery skills
- decision-making



Think about the jobs where it would be useful to have studied food preparation and nutrition and list them here:



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Business

Business can be studied as a GCSE or a vocational qualification. You study topics such as setting up a business, management, marketing and finance. Related subjects include economics, retail and travel and tourism.

Skills developed from studying this and related subjects include:

- organising and planning
- communication - writing and presenting
- interpersonal - dealing with a range of people
- appreciating different views
- reflecting - looking at what you did and why
- applying knowledge to local, national and global issues
- evaluating, analysing and interpreting research
- problem solving



Think about the jobs where it would be useful to have studied business and list them here:



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Think about the jobs where it would be useful to have studied health and social care and list them here:



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Health and social care

Health and social care can be studied as a vocational qualification. This subject is for you if you have an interest in people and in caring for them.

Skills developed from studying this subject include:

- communication - written and oral
- problem solving
- working in a team and working independently
- investigating and evaluating information
- producing accurate records and making informed decisions



Think about the jobs where it would be useful to have studied languages and list them here:



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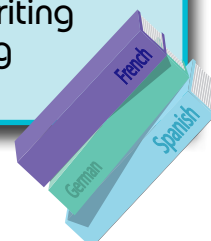
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Languages

Languages are usually taken as GCSE qualifications. Learning a language can be useful for whatever job you want to do in the future.

Skills gained by studying languages include:

- communication
- reading and writing
- problem solving
- critical thinking



IT/computer science

These can be GCSE or vocational qualifications. Computer skills are needed for nearly every job. From banking to design work and weather forecasting! Skills developed by studying IT/computer science include:

- communication
- technical
- analytical and thinking
- problem solving
- organisation and planning



Think about the jobs where it would be useful to have studied IT/computer science and list them here:



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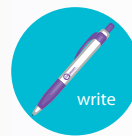
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Childcare, hairdressing and beauty therapy

Some schools may offer these and other vocational subjects. These subjects are all very practical, although you will have to do some writing and may take some exams or assessments. If you think you may be interested in a job in one of these areas, taking it as a subject can be a good way of finding out whether you like it or not. But you don't need to have taken one of them to do the job in the future.

A quick guide to qualifications

In this section you need to...



The qualifications you can take will depend on what your school has on offer.

In many schools young people are told they are on a 'pathway' - often it is a colour or a letter. The pathway you are on will affect which qualifications you can take.

There are two types of qualifications: GCSE and vocational.

GCSE

GCSEs are studied in subjects that you will be familiar with such as English, maths, French, geography and biology.

GCSEs will always involve an exam at the end of the course, although some may be assessed by coursework as well.

GCSEs are graded 9, 8, 7, 6, 5, 4, 3, 2 and 1. 9 is the highest grade and 1 is the lowest. It is important to work as hard as you can and aim for passes at grade 5 or above because these grades are needed for quite a lot of courses and jobs. If you take a combined science GCSE, it is the equivalent of two GCSEs and the grades you get will consist of two equal or adjacent grades from 9 to 1 - for example, 9-9, 9-8, 8-8 through to 1-1. This system of numbers as grades has only recently been introduced and previously GCSEs were graded with letters - A*-G. A* was the highest grade and C was considered the equivalent of a new grade 4 or 5 - you may still see the old style grades used.

Vocational

These qualifications have different names. Some of the most popular are: BTEC, WJEC, City & Guilds, Cambridge National and NCFE.

Some vocational qualifications may be called technical awards.

'Vocational' means 'related to an area of work'. These courses are more practical than GCSEs. Subjects you can study include business, performing arts, and health and social care.

These qualifications are assessed by a mixture of coursework and exams.

Sometimes vocational qualifications are worth more than one GCSE - you will need to check this out, as this could affect how many other subjects you can take.

Vocational qualifications are available at different levels:

Entry level

Level 1

Level 2 (eg GCSE)

Level 3 (eg A level) - after Year 11

Your teachers will help you decide which level is right for you.

Which type of qualification is best for you?

Think about the type of person you are - what are you like at exams (GCSEs are mainly assessed by exams), do you prefer coursework (BTECs are mainly assessed by coursework)?

Think about future careers - if you are thinking of going to university in the future, many universities prefer GCSEs to vocational qualifications.

How qualifications affect your pay

Whichever qualifications you do, it is important that you try to get the best grades you can, so you can move up to the next level of qualification. This graph shows that the higher the level of qualification you have, the more money you can expect to earn.



Level 4 and above = for example, higher national certificate or diploma, foundation degree, degree apprenticeship or degree

Level 3 = A level or BTEC National Diploma

Level 2 = 4 GCSEs grades 9 to 4 or A* to C or BTEC First

The graph above shows the average gross weekly pay of full-time employees aged 16-64 by highest qualification held as researched in Quarter 1, January to March 2019 in England.

Source: Labour Force Survey 2019.

Other places to study at 14

Below is information about where you can study after Year 9, although most young people stay at school.

Colleges

Some further education and sixth form colleges offer full-time education to students aged 14. You can leave school after Year 9 and go to college and study, for example, vocational qualifications. Only certain colleges offer study at this age.

University technical colleges

University technical colleges (UTCs) are schools for 13/14-19 year olds and are focused on ensuring students have the skills needed for growth industries. They have a special focus on digital, engineering, health and science subjects, and combine technical, academic and practical learning which is designed to be applied in the workplace. There are currently 49 UTCs in England. See www.utcolleges.org

Studio schools

Studio schools are small schools (usually with around 300 pupils) teaching mainstream qualifications through project-based learning. Students work with local employers and a personal coach, and follow a curriculum designed to give them the skills and qualifications they need in work, or to take up further education.

Can you help?

Can you help these young people to choose their options?



Harry is very interested in the environment and his favourite subject is biology. He has already decided to take three sciences at GCSE. Circle which of the following subjects you think will help him to develop his interests further and provide a balanced course.



geography, religious studies, art

Grace wants to be a physiotherapist when she leaves school and hopes to specialise in sports injuries. She wants to take PE at GCSE but if she chooses PE she can only take combined science rather than three separate sciences. Grace thinks PE is more important than science. Circle which subjects you think Grace should take.



PE and combined science OR three sciences

Bilal doesn't know what he wants to do. His family think he should do a vocational course as this will help him to decide. What do you think?

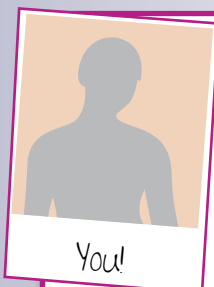


Jade loves anything to do with electronics and technology. She would like to take a GCSE in design and technology but her friends are taking food preparation and nutrition and think technology is for boys. What do you think?



Answers on page 35

Write about your own situation here...



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Fill in the words below and then see if you can find the words in the wordsearch!

1. Which you are on may determine which qualifications and subjects you can take.
2. Vocational qualifications involve more than exams.
3. It is important to think about your future when deciding which qualifications to take.
4. GCSEs are mainly assessed by
5. The higher the of qualification you get can affect the amount you
6. are a type of vocational qualification.
7. Vocational qualifications are more than GCSEs.



How to choose

In this section you need to...



When choosing your options you need to think about:

- the subjects offered by your school
- your future career ideas - are any specific subjects needed? Have you considered all possible careers - are there jobs you don't know about? Are your career ideas right for you? See page 19
- your skills and qualities. See page 20
- skills shortages and jobs of the future. See page 24.

Think about YOU when making your decisions - your likes and dislikes both inside and outside school, your future career ideas, the subjects you are good at and the ones you enjoy.

Choose subjects and careers where you can use your skills and qualities and not jobs you think of as being for you because you are male or female. Because some people think of certain jobs as being for men or women this means they are not doing jobs that would suit them best.

Make your own decisions and don't follow what your friends are doing. If you let other people choose for you, you could end up studying subjects or courses that do not suit you. Answering the questions in this section will help you think about what is right for you.

Subjects

Up until now you have probably had to study all the subjects offered by your school but now you can have some say about what you'll study next.



Find out the subjects that are being offered by your school.

Write down the subjects that you like and why you like them.

You are not allowed to say you like them because your friends like them or because you like the teacher!





Find out if the subjects that you are studying now will be the same in Years 10 and 11. For example, PE in Years 7 and 8 may be very practical but in Years 10 and 11 may involve a lot more writing.

Write down the subjects that you DON'T like and why you DON'T like them.

You are not allowed to say you don't like them because you don't like the people in the class or because you don't like the teacher!



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Find out about any subjects that you have not studied before that are being offered by your school and what they involve. Think about if you would like them and why.



New subject

Example
Health and social care

Why it might be right for me

*It's a mainly practical course - there is a small exam.
I am interested in learning about people.
I am thinking about being a social worker in the future.*



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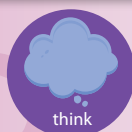
Career choices

Thinking about what career path you may take when you get older can seem quite a daunting task. No one expects you to have all your career ideas planned out in Year 8 or 9 or even Year 11.

To make sure you keep as many options open to you, try and get good grades in your GCSEs - this means grade 4 and above.

If you work hard and try your best and don't get these grades don't worry, there are still lots of courses at college and jobs you can do. Many of them will want you to continue to work towards getting grade 4 in maths and English.

Take a look at some jobs and what qualifications, skills and qualities are needed for them. Here are some examples of jobs, check out others at <https://nationalcareersservice.direct.gov.uk>



"As a police officer I need to have skills in verbal communication, team work, IT and record keeping, decision making and sensitivity. I needed good GCSEs in maths and English and three other subjects. I also needed a level 3 qualification, I went to college to do this."



"As a vet, I need to have skills such as verbal communication, patience, customer service, sensitivity and the ability to pay close attention to detail. I needed excellent GCSE results with most being above a grade B (6). I also needed three A levels in science subjects at grade A. This allowed me to go to university to study for my 5-year veterinary medicine degree."

"I am a computer games designer. To get this job I needed five GCSE grades A*-C (9-4) including English and maths. I then went to college to study IT and then eventually onto university to get my degree in computer games development. My employer also asked that I had skills in analytical thinking, problem solving, communication, reasoning and I had to show I could use my initiative."



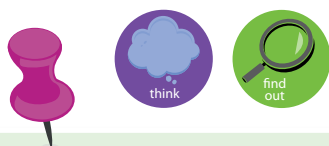
"I am a bricklayer. I worked hard at school and got good GCSEs in maths and my other subjects, but I got a grade D (3) in English. I went to college for a year to study bricklaying and I resat my English GCSE, which I passed. I then got an apprenticeship with a local building company and was offered a permanent position when I completed my qualification."

"I am a travel representative in Lanzarote. I left school with five GCSEs including, English, maths and Spanish. This really helped me when I was applying for jobs. I went to college and did a level 3 qualification in travel and tourism. I also needed skills in customer service, team work, flexibility and I need to be able to sell and work under pressure."



Your career ideas

If you know what job(s) you might want to do in the future you can find out more about them on the following website - <https://nationalcareersservice.direct.gov.uk>. Use this website to check if you need any specific GCSEs to do the job(s) you are interested in and then fill in the table below.



Your career ideas	GCSEs needed
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If you are not sure about your career ideas, try doing a career matching program. These programs match careers to ability, skills and qualities and may give you ideas about some jobs you had not thought of before. Your school may subscribe to a program such as Fast Tomato, Jed or Kudos - there are other ones - ask your school.

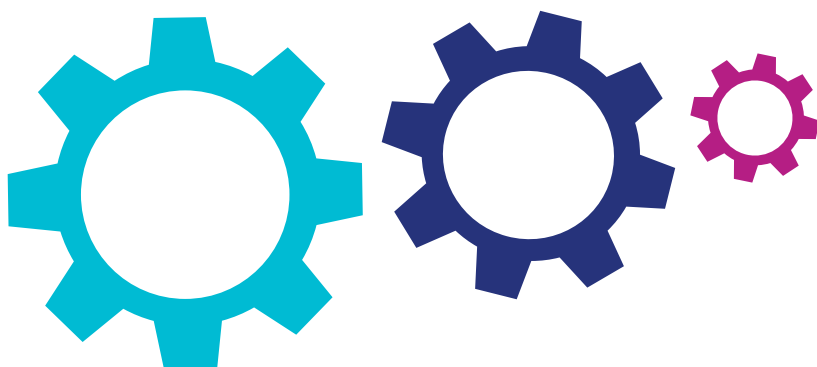
If you have no career ideas, there are some free quizzes on the internet to help. Look at <https://ckcareersonline.org.uk/career-match-tools>

For more useful websites see pages 24, 27 and 34.

Work experience and employer visits

Your school may offer work experience in Year 10 or Year 11. This is a good way of seeing how companies work, gaining new skills and seeing if you enjoy the area of work you are placed in or have chosen.

Your school may also arrange for employers to come in to talk to you. If they do, make sure you ask as many questions as you can, so you can find out more about what they do, if they enjoy the job and what route they took to get into their current career.



Skills and qualities

Skills are things we can learn.

Here are some of the **key** skills employers are looking for...

- communication - listening and speaking to people
- IT - using a computer
- literacy - reading and writing English
- numeracy - working with numbers
- planning and organising
- ability to work in a team
- time management - meeting deadlines
- problem solving

Qualities are related to what you are like as a person.

Here are some of the **key** qualities employers are looking for...

- punctual (turn up on time)
- motivated
- reliable (don't have a lot of time off)
- willing to learn new things
- honest and trustworthy
- flexible and adaptable
- helpful
- able to work under pressure
- committed and enthusiastic

When you apply for a job you have to give examples that show you have these key skills and qualities - you can't just say you have them. Below are some things you might already do - write down the key skills and qualities you think they show.



Activity

Example

Getting to school on time

Attending school regularly

Babysitting

Playing football

Getting good grades in your maths and English GCSEs

Taking care of pets at home

Attending after school science club

Key skills and qualities shown

Being punctual



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What else do you do that demonstrates your skills and qualities?
Write them here and the skills and qualities they show.



Activity



Skills and qualities shown

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Are there any skills or qualities you would like to develop?
How could you do this? Write your ideas here.



Skills and qualities you want to develop



How you could do this

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There are also specific skills and qualifications required for different jobs, check out the jobs on page 18 for examples.



What specific skills and qualities do you think you would need for the following jobs? If you need help finding out, have a look at: <https://nationalcareersservice.direct.gov.uk> and go to "explore careers".



Police officer

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Computer games developer

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Gardener

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Accountant

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Look at pages 4-11 to find out which subjects might help to give you some of the skills and qualities you need.

Use this space to put together all the things you have learnt about yourself, your goal (this can always change) and what you need to do to achieve your goal. Putting everything down in one place can really help you to see where you are and what you need to do.



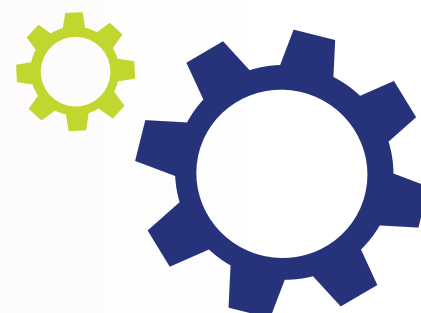
Qualifications (what qualifications do I want to take)



End goal

Experience (what experience do I need)

I will research...

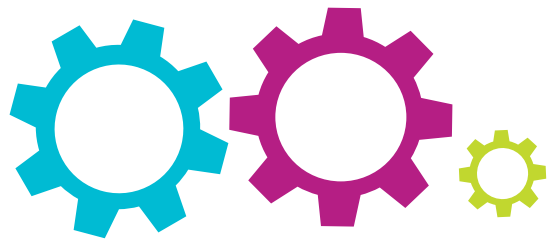


My learning style

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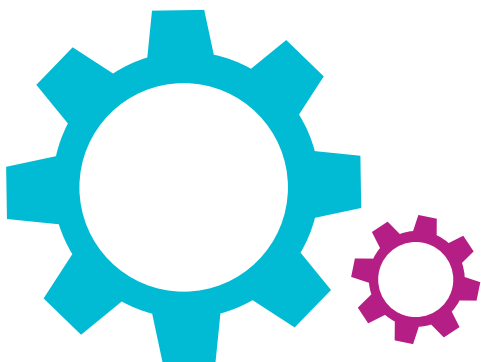
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Skills (what skills I have)

I will talk to...

Targets (what do I want to achieve by the end of the school year)



Have you heard about skill shortages?

As well as thinking about your own skills have you thought about skills and subjects that might be needed in the future? By studying certain subjects you may be giving yourself the best chance of getting a job in the future.

The government and other organisations do research into what skills we need as a country to make sure we can compete with the rest of the world.

Some of this research has said that more young people need to consider studying STEM subjects - Science, Technology, Engineering and Maths. Other research has said combining these with arts subjects is also important. However, it is also important to choose subjects that you enjoy and are good at.

To find out more about where studying STEM subjects may lead look at the following websites:

www.futuremorph.org/my-future-finder

www.rsc.org/careers/future

www.tomorrowsengineers.org.uk

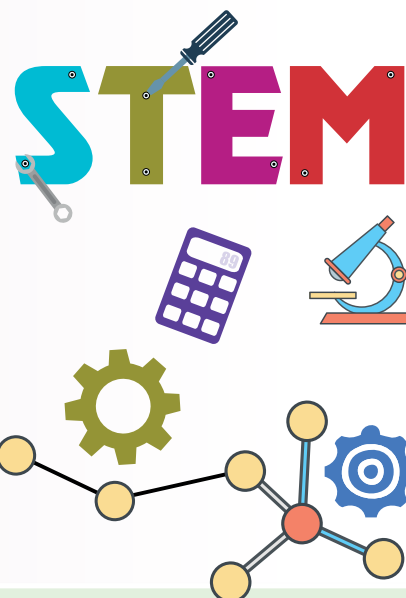
www.etrust.org.uk/young-people

www.rsb.org.uk/careers-and-cpd/careers

www.wisecampaign.org.uk/the-12-types-of-scientist

www.mathscareers.org.uk

www.tpdegrees.com/careers



STEM research - have a look through the websites above and see if you can answer the following questions:

How many STEM careers can you find? List them below.
(To see some of the careers we have found, see page 35)

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What are the most common subjects studied to get into a STEM career?

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Which of the careers you have found sounds the most interesting to you and why?
(You can pick more than one)

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What skills and qualities would you need for this career?

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Jobs of the future

When you are thinking about the job you want to do in the future it is important that you don't just think about the jobs you know. There are jobs you may not have heard of and changes in technology and green issues mean that new jobs are appearing all the time. Job titles that do not exist now, such as a 'vertical farmer' or a 'virtual habitat designer' could be jobs you end up doing in the future!



The jobs below may be jobs of the future.

Try to match up the job titles below with the job descriptions in the table (see the example).

Biohacker
Telesurgeon
Human body designer

Vertical farmer
~~Memory augmentation surgeon~~

Haptic programmer
Virtual habitat designer



Example
Memory augmentation
surgeon



Helps preserve and improve
memory in an ageing population.

- Plans digital spaces for people to work, play and learn in.
- Undertakes computer-assisted operations on patients from a remote site - the surgeon and patient could be in different countries.
- Combines design skills with bio-engineering to create customised human body parts.
- Searches for the next generation of antibiotics. Also may create genetically modified creatures.
- Farms crops upwards rather than across flat fields to save space.
- Develops technology around the science of touch, such as gloves that make your hands feel warm, or wrapped in velvet.

Jobsword



Complete the jobsword below to help you think about different jobs.

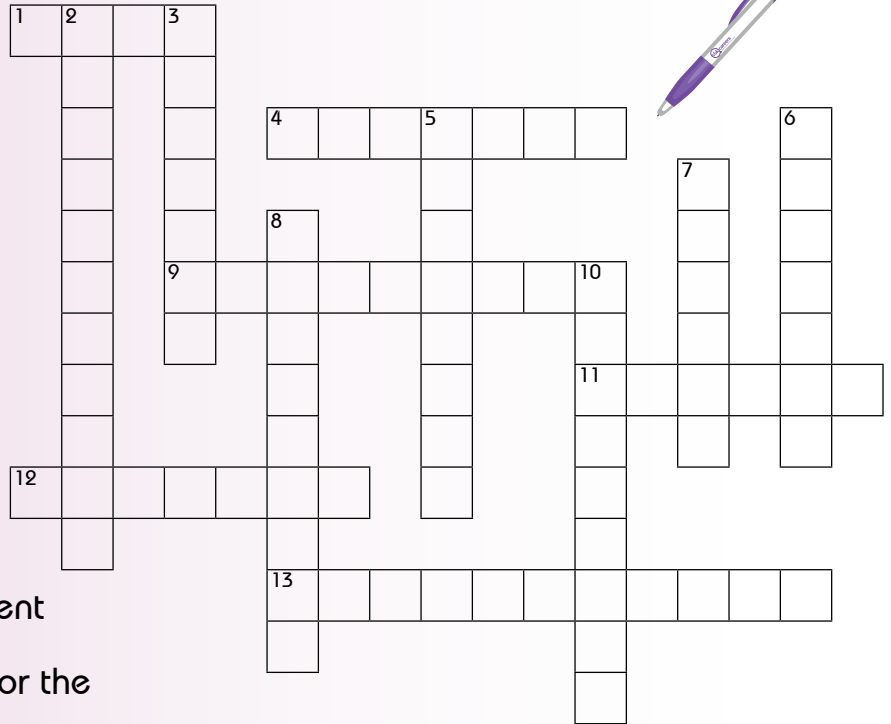
What is the job title of someone who...

Across

1. Prepares all kinds of food (4)
4. Repairs dripping taps (7)
9. Moves props around between scenes (9)
11. Checks and amends the work of writers (6)
12. Does fillings and extractions (7)
13. Installs new light fittings (11)

Down

2. Cuts and styles hair (11)
3. Arranges and sells cut flowers (7)
5. Maintains engines and exhaust systems (8)
6. Uses a scalpel during an operation (7)
7. Helps bands with their equipment when on tour (6)
8. Argues a case for the defence or the prosecution (9)
10. Advises about food and health (9)



True or false?

All the statements below are related to the information you have read in this section! Are they true or false?

1. It is important to think about your future plans when choosing courses. T/F
2. There are some jobs men should do and some jobs women should do. T/F
3. You should choose the same subjects as your friends. T/F
4. There are some jobs you will never have heard of. T/F
5. Employers want to give jobs to people they can rely on. T/F
6. All young people should study STEM subjects. T/F
7. It is important to get good grades in English and maths. T/F
8. Employers want to give jobs to people who can't meet deadlines. T/F



Help with choosing

In this section you need to...



Here are lots of different sources of information and advice to help you decide which subjects to choose so don't panic!

Options booklet

Your school will give you information about which subjects and qualifications are available in your school and what studying each subject involves.

Useful websites

There are many useful careers websites - here is just a selection. Also check out the websites on pages 19, 24 and 34.

National Careers Service

<https://nationalcareersservice.direct.gov.uk>

Information about over 800 jobs - click on 'Explore careers'. You can also contact a careers adviser. Call free on 0800 100 900 and speak or chat online. Advisers are available 8am to 10pm, seven days a week.

Careersbox

www.careersbox.co.uk

Short films showing real people doing real jobs.

iCould

<https://icould.com>

Career videos, job information and career-related articles. Also try the Buzz Quiz to find out more about your strengths.

In Northern Ireland

www.nidirect.gov.uk/campaigns/careers

Information to help you plan your career. Also details of how to contact a careers adviser.

In Scotland

www.myworldofwork.co.uk

Information and advice to help you plan your career.

In Wales

www.careerswales.com

Information and advice to help you plan your career - including information about subject choice in Year 9.

Careers library

Your school may have a careers library or VLE with information about different careers and the qualifications required. You may also find information about where else you can get help in your school and who else can help you.

Options evening

Most schools have an options evening where you can go and talk to subject teachers with your parents/carers. Think about questions you would like to ask about each subject, for example:

How much coursework is involved?

How many exams will there be?

Are there any trips?

Subject specific questions such as,

(For English literature) - what books will we be studying?

(For history) - which periods of history will we be studying?

(For PE/sport) - how much sport do you play and how much is theory?

Think about other questions you might want to ask and write them here:

.....

.....

.....

.....

.....

Turn over the page to see who can help you with your subject choice!

Who can help?

Subject teachers

Speaking to subject teachers will help you find out more about what studying a particular subject involves. Remember, a subject that you like and were good at in Years 7 and 8 could be different when studied at GCSE level.



"I can tell you more about what studying my subject will involve - the topics we will cover, the amount of coursework and exams you will have and whether we will go on any trips! I can also advise if the subject might be right for you".

Form teacher

Speaking to your form tutor will help as they are likely to know what you are like as a person.

"I have known you for a couple of years now so I may be able to advise you on which subjects and qualifications may be right for you and how well you might do".



Students in Years 10 and 11

Speaking to students who have already started to study a subject at GCSE level may help you to find out what a subject is like - but remember they are not the same as you and it is only their opinion.



"I chose subjects I had done before that I had enjoyed. We had assemblies at school about choosing options and information from subject tutors. I also used Jed to give me some career ideas".

Family and friends

Speaking to your friends and family may help as they know you best. Listen to what they have to say but remember it is your decision and also many things may have changed since they chose their options.

"Don't pick a subject because you like the teacher and don't do a subject because your friends are doing it. It needs to be your decision".



Careers adviser

Speaking to a careers teacher or careers adviser will help because they can offer you up-to-date information and advice on what subjects you need for a particular job.



"Think about what subjects you like and what you are good at. If you are already set on a particular career it is also a good idea to look at what A levels you need and which GCSEs you need to study those A levels. If you are unsure about your career ideas or which subjects to take you can come and talk to me".



Who does what? Can you sort out which words or phrases go in the spaces?
Write the numbers in the correct box. The first one is done for you.

- Q1. A has to know about the connection between and health.
 Q2. A has to wear a when working on site.
 Q3. A has to manage a team of .
 Q4. A has to wear a when cutting metal.
 Q5. A has to be with all kinds of people.
 Q6. A uses to get ideas and information across.
 Q7. A has to follow strict .



- | | | | |
|--------------------|--------------------------|-----------------|-------------------------|
| 1 hard hat | 5 di etician | 9 hygiene rules | 13 kitchen assistant |
| 2 newspaper editor | 6 fo od | 10 builder | 14 lettering and images |
| 3 receptionist | 7 journalists | 11 welder | |
| 4 graphic designer | 8 friendly and confident | 12 face shield | |

Unscramble each of the clue words - all the words have appeared in this section!
Copy the letters in the numbered boxes into the boxes with the same number at the bottom of the quiz to work out the title of this puzzle!

- | | | |
|---------------------|---|---|
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1 2 3 4 5	6	7 8 9	10 11 12	2 13 14 15

Other info

In this section you need to...



Part-time jobs

Getting a part-time job is something many young people do. It's great to earn some money, but you also develop new skills, meet new people and become more confident. Your employment experience will look good when you are applying for apprenticeships, jobs, college or university in the future.

The law

- You can get a part-time job when you are 13.
- The person or company you are working for will need to get a permit to allow you to work.
- There are certain jobs you can't do - for example, operating machinery.
The jobs you can and can't do change according to your age.
- There are only certain hours you can work - especially on school days.
The hours you can and can't work change according to your age.

To find out more about the rules and regulations of working part-time, go to www.gov.uk/child-employment

There are also local laws that list the jobs young people under the minimum school leaving age can't do in their local area, and restrict working hours and conditions for children. Contact your local council's education department for more information.

How to get a part-time job

The best way to get a job when you are under 16 is to ask local shops or companies if they will employ you. Think about how far you are prepared to travel, especially if it is a school day.

You could also try:

- asking friends and family if they know of anywhere looking for people
- looking out for cards in shop windows advertising vacancies.

Most big shops and companies advertise vacancies on their own websites. However, because of the restrictions on the hours and jobs you can do under 16, most larger companies will not employ you until you have reached statutory school leaving age (the last Friday in June of Year 11).



It's important to work hard to do the best you can in your GCSEs. As a rule, the better your grades, the more choices you will have after Year 11.

You will have to stay in learning until you are 18. This doesn't mean you have to remain at school. You can:

- study full-time
- start an apprenticeship or traineeship
- spend 20 hours or more a week working or volunteering, while in part-time education or training.

Study full-time

- You can choose to study in your school's sixth form or a different sixth form, college, sixth form college or with a training provider.
- You can study A levels. These are available in subjects similar to those you did at GCSE. They are a good choice if you like studying and are good at exams. You will need at least five GCSEs at grade 5 or above, including maths and English to study A levels.
- You can study vocational qualifications such as BTECs, City & Guilds and Cambridge Technicals in a wide range of subjects - from animal care to construction.
- You can study T Levels. For more information please see page 32.

Apprenticeships and traineeships

- Apprenticeships are jobs with training.
- At 16 or 17 you usually do an apprenticeship at level 2 or level 3, depending on your GCSE grades, skills, qualities and experience.
- Apprenticeships are a route in for lots of jobs, for example in business, retail, construction, engineering, health and social care work and IT.
- This is a good choice if you like learning on the job.
- You will need good grades at GCSE for many apprenticeships.
- The minimum wage for apprentices is currently £3.90 an hour, but this is reviewed every year. Many employers pay more.
- For more information about apprenticeships go to www.apprenticeships.gov.uk
- Traineeships provide work preparation training, maths, English and the work experience needed to get an apprenticeship or job, and last up to six months. For more information about traineeships look at www.gov.uk/find-traineeships

Full-time work (including self-employment) or volunteering

- You can work or volunteer full-time after Year 11, as long as you also do some part-time education or training.
- It has been getting harder to get a full-time job when you are under 18 in recent years, and the number of 16-18 year olds doing this keeps going down.

This is a simple guide to the GCSE grades you will need to get to go onto different levels of course or apprenticeship after Year 11 and examples of the different qualifications at each level.

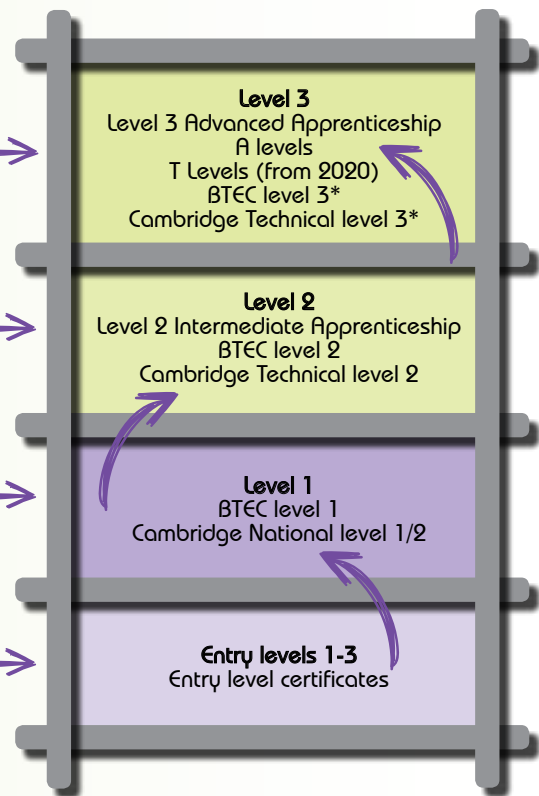
GCSE grades 9-4 required to study

GCSE grades 3 or above required to study

GCSE grades 2 or above required to study

No GCSEs required to study

*These may be replaced by T Levels



The GCSE grades required are only a guide. You will need to check specific grade requirements with sixth forms, colleges, employers and training providers.

T Levels

The government is making some changes to post 16 qualifications. From 2020, T Levels will be introduced in some subjects.

T Levels are two year level 3 technical qualifications for 16-18 year olds. They will be the equivalent of studying three A levels.

They will be a mixture of classroom learning and work experience with a 45 day industry placement.

There will be 25 T Levels

Accountancy
Agriculture, land management and production
Animal care and management
Building services engineering
Catering
Craft and design
Cultural heritage and visitor attractions
Design, development and control
Design, surveying and planning
Digital business services
Digital production, design and development
Digital support and services
Education

Financial
Hair, beauty and aesthetics
Health
Healthcare science
Human resources
Legal
Maintenance, installation and repair
Management and administration
Manufacturing and process
Media, broadcast and production
Onsite construction
Science

The government has not released a lot of information about T Levels. When information is available your school careers adviser will be able to tell you more, also look at www.ckcareersonline.org.uk

After Year 13



It may seem a long way off but young people have told us that they want to know about their options after they have left sixth form, college or an apprenticeship when they are 18. Here is a brief introduction to your options.

Higher education at a university or college. You can study for qualifications such as a foundation degree, HND or degree. Most degrees last for three years. Information about higher education courses, details about entry requirements and money for studying can be found at www.ucas.com

Apprenticeships don't have to end when you are 18! Many people begin apprenticeships when they are older. Apprenticeships are also offered at higher levels - you can study for a degree whilst doing an apprenticeship. Information about apprenticeships can be found at www.apprenticeships.gov.uk

Getting a full-time job. There are lots of websites where jobs are advertised and for most jobs you apply online. You may need a CV - which is a brief introduction to you, your skills, qualifications and contact information - usually you work on your CV in Years 10 and 11 at school.

Setting up your own business - there are organisations that specifically help young people to do this - look at www.gov.uk/set-up-business for more information.

Things to remember!

- ✓ Start thinking about your subject choices and career ideas, and doing some research.
- ✓ Speak to people about your thoughts and get their help and advice - see page 28.
- ✓ Work hard on your skills and qualities (see pages 20 and 21) - think of activities to do in school and during your spare time to improve them.
- ✓ Get the best grades you can in maths, English and science; these are key subjects whatever you decide to do after Year 11.
- ✓ The school, college, training provider or employer you go to after Year 11 will ask for a reference regarding your school work, behaviour and attendance - make sure you do all you can to get a good one.
- ✓ Don't worry if you keep changing your mind about what you want to do - just keep talking to people and finding out more about your ideas.
- ✓ If you're not sure what you want to do, make decisions that keep your options open as much as possible.



Useful subject websites

Art and design, creative and media

www.screenskills.com
<https://ccskills.org.uk/careers>

Childcare

www.pacey.org.uk

Construction

www.goconstruct.org

Engineering and manufacturing

www.semta.org.uk/careers
www.tomorrowsengineers.org.uk

Food and drink

<https://tastycareers.org.uk>

Geography

www.rgs.org/geography/studying-geography-and-careers/
www.geography.org.uk/jobs-and-careers-in-geography

Hairdressing and beauty therapy

www.habia.org/careers

Health and social care

www.healthcareers.nhs.uk
www.skillsforcare.org.uk/careers-in-care/think-care-careers.aspx

History

www.history.org.uk/student/categories/careers

Languages

www.whystudylanguages.ac.uk

Maths

www.mathscareers.org.uk

Motor vehicle

www.autocity.org.uk

Music, drama and dance

<https://ccskills.org.uk/careers>

PE/sport

<https://careers-in-sport.co.uk>

Science

www.futuremorph.org

For more useful science, technology, engineering and maths websites see page 24

For general useful websites see page 27

Subjects (pages 4-11)

Here are just a few ideas related to each subject - there are many more and you will have your own ideas too! If you haven't heard of some of these jobs have a look at the job information in the "explore careers" at <https://nationalcareersservice.direct.gov.uk>

Art and design - sculptor, photographer, animator, window dresser, fashion designer, graphic designer
Music, drama or dance - actor, dancer, musician, teacher, youth worker, journalist, radio presenter
History - politician, librarian, museum curator, journalist, solicitor, archivist
Geography - meteorologist, countryside officer, tourist information officer, town planner, ecologist
Religious studies - teacher, lecturer, youth worker, religious minister
PE/sport - police officer, leisure centre manager, sports person, teacher, yoga teacher, physiotherapist
Technology - joiner, electrician, plumber, surveyor, structural engineer, architect
Food preparation and nutrition - chef, food scientist, baker, consumer scientist, nutritionist
Business - accountant, insurance technician, marketing manager, human resources assistant, retail buyer
Health and social care - care assistant, nurse, dental nurse, paramedic, social worker, nursery nurse
Languages - interpreter, translator, teacher, tourist information assistant, bilingual secretary, freight forwarder
IT/computer science - database administrator, helpdesk technician, web designer, systems analyst, software support consultant, network manager

Can you help? (page 14)

Harry - geography for his career choice, but he could also do one of the other subjects as a contrast.
Grace - PE is not essential if you want to be a physiotherapist, but a good level of science at GCSE definitely is needed. Don't guess, check the facts!
Billal - if you're not sure, it's best to take a broad range of subjects to keep as many options open as possible. Choosing too many vocational courses could narrow the options.
Jade - do not let pressure from friends influence your choices, especially when their views are really out of date. Have confidence in yourself and go for the subjects you like and enjoy.

Wordsearch (page 15)

1. pathway
2. coursework
3. career
4. exams
5. level, earn
6. BTCS
7. practical

Key skills and qualities (page 20)

Attending school regularly
Babysitting
Playing football
Getting good grades in your maths and English GCSEs
Taking care of pets at home
Attending after school science club
Reliable, honest and trustworthy, helpful
Ability to work in a team, punctual, reliable, ability to work under pressure, communication
Literacy, numeracy
Reliable, trustworthy, helpful
Willing to learn new things, committed and enthusiastic

Specific skills and qualities (page 21)

Police officer
Calinness and the ability to react quickly in challenging situations / Friendly and putting people at ease / IT and literacy skills for preparing reports and record-keeping / Making decisions quickly / Excellent communication and negotiation skills / The ability to work alone and in teams / Treat all people fairly and with respect
Computer games developer
Creative / Patient / Logical / Computer programming and knowledge of programming languages / Coding / The ability to work under pressure and meet deadlines
Gardener
Creative with an eye for detail / Practical skills to use tools / Prepared to work outdoors in all weathers / Good strength and stamina / Prepared to get dirty / Customer service skills
Accountant
Finality to pay attention to detail / Ability to use computer system / Initiative / Work well with others

STEM careers we have found (page 24)

Environmental scientist, car safety engineer, radiographer, sound engineer, aerospace engineer, data scientist, principal analyst, meteorologist, test engineer, ingredients technician, compliance officer, website designer, artificial intelligence specialist - but there are lots more!

Jobs of the future (page 25)

Virtual habitat designer
Telesurgeon
Human body designer
Biohacker
Vertical farmer
Haptic programmer

Jobswort (page 26)

1. chef
4. plumber
9. stagehand
11. editor
12. dentist
13. electrician

Who does what? (page 29)

- Q1. 5 (detection), 6 (food)
- Q2. 10 (builder), 1 (hard hat)
- Q3. 2 (newspaper editor), 7 (journalists)
- Q4. 11 (welder), 12 (face shield)
- Q5. 3 (receptionist), 8 (friendly and confident)
- Q6. 4 (graphic designer), 14 (lettering and images)
- Q7. 13 (kitchen assistant), 9 (hygiene rules)

Down

2. hairdresser
3. florist
5. mechanic
6. surgeon
7. roofer
8. barrister
10. dietitian

Unscramble (page 29)

1. careers adviser
2. subject teachers
3. options booklet
4. website
5. careers library
6. options evening

Answer: Where I can get help

True or False? (page 11)

1. T
2. F
3. F
4. T
5. T
6. F
7. T
8. F

Plans digital spaces for people to work, play and learn in.
Undertakes computer-assisted operations on patients from a remote site - the surgeon and patient could be in different countries.
Combines design skills with bio-engineering to create customised human body parts.
Searches for the next generation of antibiotics. Also may create genetically modified creatures.
Forms crops upwards rather than across flat fields to save space.
Develops technology around the science of touch, such as gloves that make your hands feel warm, or wrapped in velvet.

What young people said about Directions 2019

“

Directions has helped me choose my options. It was fun and I liked doing the wordsearches. I showed it to my mum and it helped her understand what decisions I needed to make.

Katie, Year 9

”

“

The booklet was really useful. It told me lots of things I didn't know. Choosing my options feels like a big decision and it helped me lots. I liked that I got to take it home.

Asif, Year 8

”

www.ckcareersonline.org.uk

Join the conversation:



ckcareers



@ckcareers1

Directions