

COPLESTON CAREERS NEWSLETTER

Parents & Carers | Years 7-11 | Autumn Term 2026

Welcome Back!

Welcome back to a new school year at Copleston.

Careers education is not something that happens in a single lesson or event. It is a thread that runs through everything we do, helping students develop the knowledge, skills, experiences and aspirations they need for their future.

This term, careers learning is woven through:

BASE

Developing employability skills, raising aspirations, exploring future pathways and supporting students to make informed decisions.

Enrichment

Providing opportunities to engage with employers, further and higher education providers, work experience, and careers talks and events.

Parents and carers play a vital role in career development. Research consistently shows that conversations at home are one of the biggest influences on a young person's future choices.

POST-16 OPTIONS: START THINKING NOW

It is **never too early** to start exploring post-16 options.

Students should consider all available pathways before making decisions.

Year 11 Families: The Time to Act Is Now

This term students should be:

- ✓ Attending open events
- ✓ Researching courses and entry requirements
- ✓ Exploring apprenticeship opportunities
- ✓ Comparing different pathways
- ✓ Making applications

UPCOMING OPEN EVENTS

Copleston Sixth Form Open Evening: Thursday 24 September 2026 6.30-9pm

Suffolk New College

Ipswich Campus: **1 October, 5.30pm-8.00pm**

Otley Rural Campus: **10 October, 10.00am-12.00pm**

Halesworth & Leiston Campus: **10 October, 10.00am-12.00pm**

Ipswich Campus: **24 November, 5.30pm-8.00pm**

Useful Resources

National Careers Service

Independent information on sixth forms, college, apprenticeships and training.

 <https://nationalcareers.service.gov.uk/careers-advice/career-choices-at-16>

Suffolk SEND Local Offer

Guidance on post-16 education, training and support for young people with SEND.

 <https://www.suffolklocaloffer.org.uk/preparing-for-adulthood/post-16-education/16-education-options>

COPLESTON CAREERS FAIR

Friday 25th September 2026

We are delighted to be hosting our annual Careers Fair, with all year groups attending throughout the day. Extended sessions will be available for Year 11 and Sixth Form students to allow additional time to speak with exhibitors and explore progression routes.

The event will bring together a fantastic range of employers, universities, colleges, training providers and public sector organisations, giving students direct access to local, regional, national and global opportunities

Confirmed exhibitors include:

- Anglia Ruskin (University Courses and Degree Apprenticeships)
- MPCT Training College
- St. Catharine's College (Cambridge)
- Suffolk New College

- University of Suffolk
- Army Careers
- Aspire Black Suffolk
- Attwells Solicitors
- Balfour Beatty (Engineering)
- Barnes Construction
- BDO (Accountancy)
- Chartered Institute of Insurers
- Dance East
- East Suffolk and North Essex Foundation Trust (NHS)
- Gascoynes (Accountants)
- Halo
- Inspire Suffolk
- Ipswich Town Foundation
- Larking Gowan
- OCS
- Port of Felixstowe
- RAF Careers
- St. John's Ambulance
- UK Power Networks
- Vertas

This is a fantastic opportunity for students to ask questions, challenge assumptions, and discover careers they may never previously have considered.

YEAR 11 CAREERS GUIDANCE

Students in **Year 11** can request a confidential **1:1 Careers Guidance Meeting** by contacting:

dwaites@copleston.suffolk.sch.uk

These meetings can help students:

- Explore post-16 and post-18 options
 - Compare Sixth Form, college, university and apprenticeship routes
 - Discuss career aspirations
 - Develop an action plan
 - Receive support with applications, CVs and personal statements
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YEAR 10 WORK EXPERIENCE 2027

Work Experience Week: 21st-25th June 2027

Work experience is a valuable part of our careers programme and gives students the opportunity to experience the workplace, develop employability skills and explore potential career pathways.

Over the coming weeks, Year 10 students will receive information, guidance and resources to help them secure a placement.

Students Are Expected to Find Their Own Placement

We ask students to take the lead in sourcing their own work experience placement, with support from parents and carers, and the school.

While this can seem challenging at first, it is a realistic reflection of the world of work. Learning how to approach employers, communicate professionally and deal with setbacks helps young people develop:

- ✓ Confidence
- ✓ Resilience
- ✓ Resourcefulness
- ✓ Communication skills
- ✓ Professional behaviours

Not every enquiry will result in a placement, and that is completely normal. Learning to persevere, follow up opportunities and consider alternatives is an important part of the process.

How Parents and Carers Can Help

You can support your child by encouraging them to:

- Start looking early
- Contact local employers
- Explore family and community contacts
- Follow up enquiries professionally
- Keep an open mind about different sectors and opportunities

Additional support will be provided to any student who is finding it difficult to secure a placement.

Support Available in School

Students will not be expected to navigate the process alone.

We will provide:

- Guidance on approaching employers
- Resources to help identify suitable placements
- Support sessions throughout the year
- Individual support where required

Using Unifrog

All students have access to a **Unifrog account** through school.

Students can log in using their **school email address**. If they have forgotten their password, they can use the password reset function to create a new one.

Unifrog is the platform we use to manage work experience placements and track key careers activities.

Once a Placement Has Been Secured...

All placements **must be uploaded to Unifrog** so that employer details, health and safety checks, parental permissions and safeguarding requirements can be completed.

Uploading a Placement to Unifrog

1. Log in to Unifrog using your school email account.
2. Open the **Placements Tool**.
3. Select **Add Placement**.
4. Enter the employer and placement details.
5. Submit the information for approval.

Once submitted, Unifrog automatically guides employers, parents/carers and school staff through the necessary checks and permissions process.

Unifrog Placements Tool Support Guide:

<https://www.unifrog.org/student/help/direct/the-placements-tool>

Key Message

The sooner students begin looking for a placement, the greater the range of opportunities available. We encourage all Year 10 students to start exploring possibilities now and to make use of the support and guidance available throughout the process.

Careers Contact

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"Helping every student make informed, aspirational choices about their future."