



Harrow Way Community School

Learning for life, success for all

Headteacher: Mrs D L German

Harrow Way | Andover | Hampshire | SP10 3RH

adminoffice@harrowway.hants.sch.uk

01264 364533

Dear Parent/Carer

Students in Year 10 will now start to be sent invitations to attend Careers Meetings. These are provided to students at Harrow Way to talk through ideas for future education and careers after they leave Harrow Way. Year 10 students have been sent the following email, giving more information about what they can expect from their Careers Meeting:

What is a Careers Meeting?

A Careers Meeting is an impartial, confidential, one-to-one meeting between you and a professionally qualified Careers Adviser. It's not like a job interview - there are no right or wrong answers, and your Careers Adviser, Mrs Manning, is friendly and won't ask you scary questions - so please don't be anxious! You'll meet with your Careers Adviser once in Year 10, and again in Year 11 if required, and each appointment will last around 30 minutes.

What will we talk about?

Our main focus will be starting to think about what you might want to do in the future, particularly after Year 11 when you leave Harrow Way Community School; for example, exploring colleges and sixth-forms, and/or apprenticeships. Your Careers Adviser will help you to:

- Identify your personal qualities and skills
- Explore your interests, likes and dislikes
- Come up with ideas for further study and work
- Explore career areas and future job opportunities
- Understand how to apply for college/ sixth-form/ apprenticeships/ employment/ university

You might have some career ideas already, but you might not have any; either is fine, and you won't have to make a final decision during your appointment! Please note that your Careers Adviser will never 'tell' you what to do or force you to pick a career; their role is to help you explore your options – you will be the one to make the final decision about how you want your career to progress.



Your Careers Adviser will:

- Listen to you
- Give you accurate and up-to-date information
- Share useful websites and other resources to help give you career ideas and research any current career ideas further
- Support you to achieve your goals
- Write an action plan with you, with details of our discussion and what you need to do next to help you move forward

Where will the appointment take place?

You'll meet your Careers Adviser in the Careers Office, Modular Building (located behind C Block).

Do I need to prepare for my appointment?

You don't need to prepare in advance, although you might like to think about any career ideas you have at the moment, and any questions you might like to ask your Careers Adviser. There are some useful careers resources in the LRC and [on our website](#); you might like to explore some of these before your meeting.

What have other students said about their Career Meetings?

Year 10 students during 2023/24 said:

- 'She went through everything clearly and made everything feel less daunting.'
- 'It was really clear and supportive.'
- 'I liked that I could talk to someone about my future openly. I think it was great.'
- 'The Careers Adviser is very helpful and very welcoming. I have learnt a lot about things I could do in my future.'
- 'I liked my meeting because it was calm and relaxed.'
- 'I loved that I was able to talk freely and was given multiple ideas.'

If you have any questions before or after your Careers Meeting, please email Mrs Manning – elizabeth.manning@harrowway.hants.sch.uk.

Yours faithfully



Mr G Fluellen
Assistant Headteacher