

# Careers Newsletter May 2026

## Year 10 Post 16 Group work

I'm currently seeing year 10 students in small groupworks to discuss their ideas for the future, including careers and options after school (college courses, 6<sup>th</sup> forms, apprenticeships). This will prepare them with research and applications at the start of year 11.

## Apprenticeships

See below for some invaluable information and resources for apprenticeship applications – apprenticeships are really taking off, with more vacancies than ever before and more support available to help students find their dream career path!

Did you know that you can even take an apprenticeship to become a doctor!!

## Three Ways to Find an Apprenticeship

### 1: The Speculative Search

- Write a skills-based CV and a Cover Letter
- Research local employers who you want to work for, find out the name of the manager/Human Resource details and email your CV and cover letter to them. Or call the office and schedule a meeting/call with the manager.
- Ask people you know to find out if their employer offers vacancies
- If a business doesn't have an apprenticeship scheme but are interested in setting one up, give them these links – it's easy and the local colleges will help:
  - [Employing an Apprentice - Cornwall College](#)
  - [Apprenticeships - Truro & Penwith College](#)

### 2: Advertised vacancies

- Use job websites and employer websites and apply for any vacancies

### 3: College apprenticeships

- Look at apprenticeship vacancies on your local college websites and apply directly

## Top Tips!

- Start looking for apprenticeships now – the closer you get to summer the more opportunities will be advertised, so keep looking!
- Sign up to apprenticeship vacancy alerts with colleges and apprenticeship websites
- Use LinkedIn (if you're over 16) or the company website to find out names of managers and HR so you can speak to them directly
- Practice your interview techniques
- Research how to complete an application form properly

- Get writing your CV now!
- Use this toolkit for useful information and tips: <https://naw.appawards.co.uk/toolkit>

### Vacancy websites:

- [Apprenticeships in Cornwall | Truro & Penwith College](#)
- [Apprenticeships with The Cornwall College Group](#)
- [Search apprenticeship – Find an apprenticeship – GOV.UK](#)
- [Apprenticeships Jobs in UK - Updated Daily | Apprenticeships Job Vacancies UK](#)
- [Browse apprenticeships before you apply](#)
- [Discover the right career path with us | Apprenticeships.co.uk](#)

### How to write a CV

- The best type of CV to use when leaving school is a skills based CV. This format emphasises skills that match the job you're applying for rather than relying on work experience
- You should tailor your CV to the position you're applying for by including skills and examples that are relevant.
- Use the job description to identify key buzz words and include these on your CV

Use this link for a useful CV template: [School leaver CV template | reed.co.uk](#)

### Parent and Teacher toolkit

You can use this planner to help students think about their careers and what they really want from their future: [Pathway-Planner.pdf](#)

### Career Exploration

Students can use the Xello app on their school iPad to explore careers, courses, complete quizzes, write a CV and plan their goals!

The screenshot displays the Xello app interface. At the top, there are navigation icons for Home, About Me, Explore, and Plans. Below this is a grid of five career cards: Quarry Worker, Gardener, Director, Photojournalist, and Dancer. Each card features a representative image, a match score (e.g., 'Excellent match' or 'Good match'), a salary range, and a demand indicator (e.g., 'Decreasing demand' or 'High demand').

Below the career cards are three assessment sections:

- Personality Style:** A circular diagram with six nodes: Builder (red), Thinker (grey), Creator (yellow), Persuader (blue), and two unlabelled nodes (grey and white).
- Learning Style:** A diagram showing three styles: Tactile (70%), Visual (15%), and Auditory (15%). Below it, it states 'You are a Tactile Learner'.
- Skills Lab:** A section titled 'Here's how you placed 35 skills, in order of interest:' with a list of skills: Decision Making, Listening, and Problem Solving, followed by '+ 32 more...'.

Don't forget about [Careerpilot : Plan your future work & study](#) for researching careers that match your interests, values and skills:

The screenshot shows the CareerPilot website. At the top, there is a navigation bar with links for Home, Adviser Zone, Parent Zone, and a search bar. Below the navigation bar, the main heading reads "All the information and tools you need to explore your future career" with a "Watch our video" button. A section titled "Where do I start?" features three numbered steps: 1. Start with you (Quizzes to find out what suits you), 2. Explore your options (Search for courses and jobs), and 3. Plan your next steps (Your report and action planner). On the right side, there is a "Career Tools" sidebar with a list of features including Dashboard, My Skills Profile, My Subjects, My Job Sectors, My Values, My Qualifications, My Providers, My Courses, My Bookmarks, My Next Steps, My Action Points, and My Opportunities. A "View your full report" button is also visible at the bottom of the sidebar.

**Thank you for reading**

That's all for now, please contact me if you have any questions and I'll be happy to help!  
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