



# Millfield's Career Programme 2020 - 2021



A calendar of key monthly events  
from Year 9 to Upper Sixth

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*Please note: all careers days, fairs and conventions may be made virtually or rearranged this year, subject to COVID-19 restrictions.*

### **School Policy on Careers Guidance**

Millfield provides a comprehensive programme of careers and higher education advice and guidance, starting at Millfield Prep School and continuing through Year 9 to the Upper Sixth form in the Senior School. This handbook gives an overview of the main elements of this programme in the Senior School.

Whilst we have a range of experience and knowledge in house, we also make use of external and impartial professional agencies, such as FutureSmart Careers, Morrisby, MyFutureChoice and Unifrog, as well as a mix of outside speakers and Old Millfieldians.

Students receive guidance through a variety of methods, including 1:1 meetings with careers staff, presentations from universities, employers and alumni, careers fairs, the UCAS Exhibition, PSHEE sessions, assemblies, via careers profiling and guidance interviews as well as in their regular discussions with group tutors, house masters and mistresses.

An important focus of the Careers department is to help students make subject choices for GCSE, A level and higher education that allow them to follow their interests and keep their options open for future careers. We facilitate this by helping students become aware of their abilities and interests so that they can make informed choices about their futures.

## **YEAR 9**

### **October**

- Year 9 parent and group tutor meetings (Careers staff present)

### **November**

- Overseas University Fair (at Millfield)
- Visits made to each Year 9 boarding and day house to discuss career choices
- Follow up meetings with Careers staff

### **January**

- Registration with FutureSmart Careers
- Morrisby Career assessments (Aspirations Profile)
- Morrisby Aspirations Profiling reports issued and reviewed

### **February**

- Subject presentations made on new GCSE subject option choices
- Presentation to parents on GCSE options
- Year 9 parent and subject tutor meetings (Careers staff present)

### **March**

- Completion of 'Careers Course Companion' booklets
- Millfield Careers Fair (universities, employers and gap year companies)

## **YEAR 10**

### **October**

- Year 10 parent and group tutor meetings (Careers staff present)

### **November**

- Overseas University Fair (at Millfield)
- Presentation: 'Introduction to Morrisby psychological profiling assessments'
- Morrisby Careers assessments (part 2)

### **January**

- FutureSmart Careers 1:1 interviews

### **March**

- Presentation: 'GCSEs—do they really matter?'
- Millfield Careers Fair (universities, employers and gap year companies)
- Year 10 parent and subject tutor meetings (Careers staff present)
- Morrisby reports and FutureSmart notes e-mailed to students and parents

### **June**

- Presentation: 'What to expect from Careers after Year 10'
- University visit (for interested students)

# YEAR 11

## September

- Year 11 transition into the Sixth form presentation

## October

- Presentation: 'Introduction to the Unifrog careers & higher education platform'

## November

- Overseas University Fair (at Millfield)

## February

- Year 11 parent and subject tutor meetings (Careers staff present)
- Question & answer panel for parents on the transition to Lower Sixth
- Year 11 trip to the University of Oxford

## March

- Presentation: 'The importance of work experience'
- Millfield Careers Fair (universities, employers and gap year companies)
- Opt in 1:1 interviews with FutureSmart Careers



# LOWER SIXTH

## September

- Lower Sixth course registration (Careers staff present)
- Presentation: 'Beyond Millfield – how to prepare'
- Presentation: 'Applications to North American colleges and universities'
- Lower Sixth students register for SAT lessons
- Presentation: 'How to use the Unifrog careers & higher education platform'

## October

- SAT maths and English lessons commence
- Lower Sixth parent and group tutor meetings (Careers staff present)
- Overseas University Fair (at Millfield)

## December

- Lower Sixth parents presentation: 'Higher Education and Careers Guidance'
- Lower Sixth parent and subject tutor meetings (Careers staff present)

## January

- All Lower Sixth tutor groups attend careers seminars from January onwards
- Presentation: 'Preparation for University' (UCAS, Oxbridge & North America)
- Oxbridge and North American applicants meetings
- Opportunities to attend university open days and taster days from January onwards
- Seminar on how to write a CV and covering letter

## February

- MyUniChoice assessment and reports, with presentation on how to interpret the data
- South West universities visit day

## March

- Scholastic Aptitude Test (SAT) at Millfield (for applicants to American universities)
- Millfield Careers Fair (universities, employers and gap year companies)
- Oxbridge Student Conference for interested Lower Sixth students
- University and employer panel of experts Q&A
- UCAT and BMAT preparation starts for healthcare applicants
- UCAS Higher Education Exhibition in Exeter

## May

- Scholastic Aptitude Test (SAT) at Millfield (for applicants to American universities)
- Presentation: 'Alternatives to Higher Education'

## June (post exams)

- Old Millfieldian Careers Convention day (a choice of seminars led by OMs)
- MyFutureChoice optional 1:1 guidance interviews
- Presentation: 'How to write a personal statement'
- University presentation: 'How to make your choices'
- Presentation: 'How to complete your UCAS registration'; students then register with UCAS

# UPPER SIXTH

## September

- Upper Sixth parents advice day (Careers staff present)
- Upper Sixth course UCAS grade predictions finalised
- Oxbridge and North America 1:1 meetings continue
- Interview practice for healthcare applicants (GP interview, MMI and role play)
- Presentation by university graduates: 'Universities Uncovered'
- Deadline for Oxbridge, medicine, dentistry, veterinary science and music college applications

## October

- Scholastic Aptitude Test (SAT) at Millfield (for applicants to American universities)
- University-led workshop: 'Writing the personal statement'
- Upper Sixth parents and subject tutor meetings (Careers staff present)

## November

- Deadline for all other UCAS applications
- Interview practice sessions commence
- Overseas University Fair (at Millfield)

## December

- Oxbridge interviews commence

## January

- Round-up of university offers and predicted grades
- Presentation: 'Replying to UCAS offers'
- FutureSmart optional 1:1 Careers interviews for those not applying to university
- Deadline for art foundation course applications

## March

- 'Where are we now?' Review of courses, UCAS Extra and deferring offers
- Scholastic Aptitude Test (SAT) at Millfield (for applicants to American universities)
- Millfield Careers Fair (universities, employers and gap year companies)

## May

- Presentation: 'A level results day, Clearing and Adjustment'
- Scholastic Aptitude Test (SAT) at Millfield (for applicants to American universities)

## August

- Results day support available with ongoing advice on Clearing, Adjustment and post-results applications

Other supportive presentations, webinars, talks and seminars from selective universities, academics and employers are held at different stages through the year. For example, evening careers events are arranged with employers, gap year companies and the Armed Forces .

Additional information can be found on the Careers pages of Minerva, the MySchoolPortal, the Careers Newsletter and on our Twitter page (@MillfieldCareer), including handbooks for videoed presentations, handbooks and upcoming news.

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