Useful Transitions Information for Post-16

In addition to this document, you can also find information and resources on our Transitions page on our website, newsletter and social media platforms.

Introduction

For many of our young people and families, the Learn to Live Federation has been a big part of life for a long time. Because of this, moving on to something new can feel a little worrying. That's completely normal. While change can be challenging, it also brings new opportunities, new friendships, new skills, and exciting experiences.

This booklet is designed to help guide you through the next steps. It contains information about the different options available after school and how we will support young people and families throughout the transition. Our aim is to help everyone feel confident, prepared, and excited about the future.

Young people must stay in school until the end of Year 11 (age 16). After this, they must continue in education or training until they are 18. This could include:

- Attending a college, sixth form, or training provider
- Taking part in an apprenticeship, supported internship, or other work-based learning programme
- Working or volunteering for 20 hours or more a week while also completing part-time education or training

What are Transitions?

Moving from school to a new setting is called **transition** — and every young person's journey is unique. What suits one learner may not suit another, which is why choosing the right next step is such a personal decision. Our role as a school is to guide, support and empower you to make the choice that feels right.

Learners can stay at the Learn to Live Federation until the end of Year 14, if it's appropriate for their needs. All young people must be in education or training until age 18, but this can be in a range of settings, including alternative or specialist provision. Many students move on to Further Education after Year 11, but each provider must check that they can meet the needs and outcomes in a young person's Education, Health and Care Plan (EHCP) before offering a place. Independent providers may also require funding approval from the 0–25 Team at Devon County Council before a place is confirmed.

Some learners are ready to move on before age 19, while others benefit from staying with us longer — and both pathways are completely valid.

This booklet is here to help you understand:

- What to expect as your young person moves through school
- Future options and pathways
- How we support the transition and review process
- Where to find help, advice and further information

Our aim is simple: to help every learner feel prepared, confident and excited about their future, and ready to make the most of the opportunities ahead.

Transitions Coordinator

Transitions is overseen by our Transition Coordinator

Luke Millan
Ellen Tinkham College
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Our Transition Coordinator – Here to Guide and Support You

Our Transition Coordinator plays a key role in helping every learner move confidently towards life after school. They:

- Coordinate impartial careers advice by arranging meetings with our Careers Advisor from the Post-16 Learning Participation Team
- Track and report destinations so we understand where our leavers go and how to support future students
- Organise our annual Careers & Transitions Fair, bringing together colleges, training providers and support services
- Keep this Transitions Booklet up to date, ensuring families always have the latest information
- Lead our Transitions Support Group, offering guidance and a space for questions
- Update the Transitions section of our website with new opportunities and resources
- Monitor transition progress through CPOMS and ensure action plans are followed

- Work closely with the Careers, Enterprise and Transitions Team to make sure every learner has a clear, supported pathway

In short, they are here to make the transition process smooth, informed and positive for every young person and their family.

Careers & Enterprise Programme

Vision

To ensure every pupil — and their parents and carers — feels informed, confident and fully prepared to take aspirational next steps into adulthood and the world of work.

Our Core Aims

- Up-to-date careers guidance for all pupils, parents, carers and staff, with clear, impartial information and advice
- A meaningful careers programme that is engaging, enriching and tailored to each learner's needs
- Positive, sustained destinations

Monika Davis
Federation Careers Lead
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You can find full details of our Careers & Enterprise Programme on our school website.

We plan careers activities around each learner's individual needs. These may include:

- Careers curriculum learning
- Visits to national and local skills shows
- Careers and transition events for families
- Employability and life-skills workshops
- Talks from colleges, employers and support services
- Visits to colleges, workplaces and future providers

- Work-related learning opportunities

These experiences help learners explore their interests, build confidence, and prepare for their next steps.

Futures & Transitions Fair

From Year 8 onwards, students who are ready can take part in our Futures & Transitions Fair — an inspiring event designed to help them explore what life after school could look like.

At the fair, learners can meet a wide range of providers, including:

- Mainstream colleges
- Specialist colleges
- Training providers
- Apprenticeship and supported internship teams
- Social care services and community support organisations

Students, parents and carers can get practical help and advice, ask questions, compare options, and discover the opportunities available across the region.

It's a brilliant chance for families and staff to build confidence, gather information, and feel excited about the next steps ahead.

Futures Hub

Our Futures Hub is a vibrant, inspiring space packed with career-focused books, guides and resources to help learners explore their next steps with confidence. Whether a student is curious about college, work, training, or future ambitions, the Hub is designed to spark ideas and open doors.

The Hub is carefully maintained by our Futures & Pathways Officer, with support from our Careers Leader, ensuring everything is up-to-date, relevant and easy to access.

Inside the Futures Hub, Students will find:

- Career-specific reading materials to spark ideas and explore interests
- Information from mainstream and specialist colleges to help compare future pathways
- Guides from local organisations and services offering support, advice and next-step options
- Details on open days, courses and careers events so families can plan ahead
- Internal and external work experience opportunities to build confidence and real-world skills
- Pathways from former students (alumni stories) to show what's possible after leaving us

It's a welcoming place where students can discover opportunities, gather information, and feel supported as they plan for the future.

Futures Timeline

Learn to Live Federation

Futures Timeline

KS3
Years 7, 8, 9

- Yearly EHCP review
- Futures & Transitions Fair (Year 8+)
- Opportunity for internal work experience *
- Start completing vocational profiles *

Year 10

- Yearly EHCP review
- Parents/carers & students to start visiting a variety of Post 16 provisions.
- Futures & Transitions Fair
- Information, Advice & Guidance meeting (Spring Term
- Opportunity for internal & external work experience *

YEAR 11

- Yearly EHCP review — parent/carer to name a provision for post 16
- Information, Advice & Guidance meeting (Autumn/Spring Term)
- Apply for post 16 provision (Autumn Term)
- Transition visits to post 16 provision
- Functional skills Exams (Summer Term) *
- Celebrate the end of the school journey (Summer Term)
- Functional skills exams (Summer Term) *
- Opportunity for internal & external work experience *

Student moves to different post 16 provision or transitions into Sixth Form

Ellen Tinkham Sixth Form

- Yearly EHCP review — name next academic year provision
- Information, Advice & Guidance meeting for leavers (Spring Term)
- Futures & Transitions Fair
- Students to continue work experience *
- Parents/carers & students to visit future provisions (Education or social care)
- Functional skills exams (Summer Term) *
- End of year celebrations / leavers assembly (Summer Term)
- Yearly student reviews on sixth form suitability

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FUTURES HUB

* For whom it is deemed appropriate for

Independent and Impartial Careers Information, Advice and Guidance (IAG)

Learners have access to independent and impartial careers information, advice and guidance (IAG) that is tailored to meet the needs of SEND students and their families. Careers support is provided by the Post-16 Learning Participation Team, who offer high-quality, unbiased guidance to help young people understand their options and make informed, aspirational decisions about their future.

Strong, impartial IAG is especially important for SEND learners and their families. It helps them:

- Understand strengths, needs and aspirations to support confident decision-making
- Explore appropriate education, training and support pathways that match individual needs
- Plan transitions effectively with clear next steps and realistic timelines
- Set meaningful goals that reflect both ambition and support requirements
- Receive guidance as a family, ensuring parents and carers feel informed, supported and involved

https://www.devon.gov.uk/economy-enterprise-skills/skills/post-16-learning-participation/

Sarah Baker is our current advisor

Career Development Consultant
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Year 10	• Post-16 Learning Participation Team complete 1:1 IAG meetings with all pupils with their families.
Year 11	**Key transition point** • The team provides targeted support to help learners make informed decisions about post-16 destinations, such as mainstream colleges, specialist provision, supported internships, training or social care pathways.
Year 12 to 14	• In the year pupils plan to leave, Post-16 Learning Participation Team to finalise Options Appraisal Form with pupils transitioning into a different education setting. Post-16 Learning Participation Team will confirm with families and ensure all applications for new setting are completed.

Action Plan

The Action plan is completed and submitted to the local authority by the Post-16 Learning Participation Team, who are commissioned by Devon County Council to support transition planning for learners with an Education, Health and Care Plan (EHCP).

The form outlines:

- When the learner is expected to leave school
- Which post-16 options are being considered, such as mainstream or specialist colleges, training, supported internships or other appropriate pathways

If a family is considering a funding request for an independent specialist provider, the Post-16 Learning Participation Team will also notify the local authority.

Person-Centred Reviews (Planning for Transitions)

It is important that learners are at the centre of their planning. They should always have the chance to share their views, worries and ideas. If a learner has communication difficulties or a learning disability, a close family member or advocate can speak on their behalf.

Person-centred reviews help everyone focus on what the young person wants now and in the future. Wherever possible, learners are encouraged to attend their EHCP review so their voice is heard.

During the review, everyone works together to understand:

- What people like and admire about the learner
- What is important for them now and in the future
- What support they need to stay healthy and safe
- What they can achieve and how to help them reach their potential

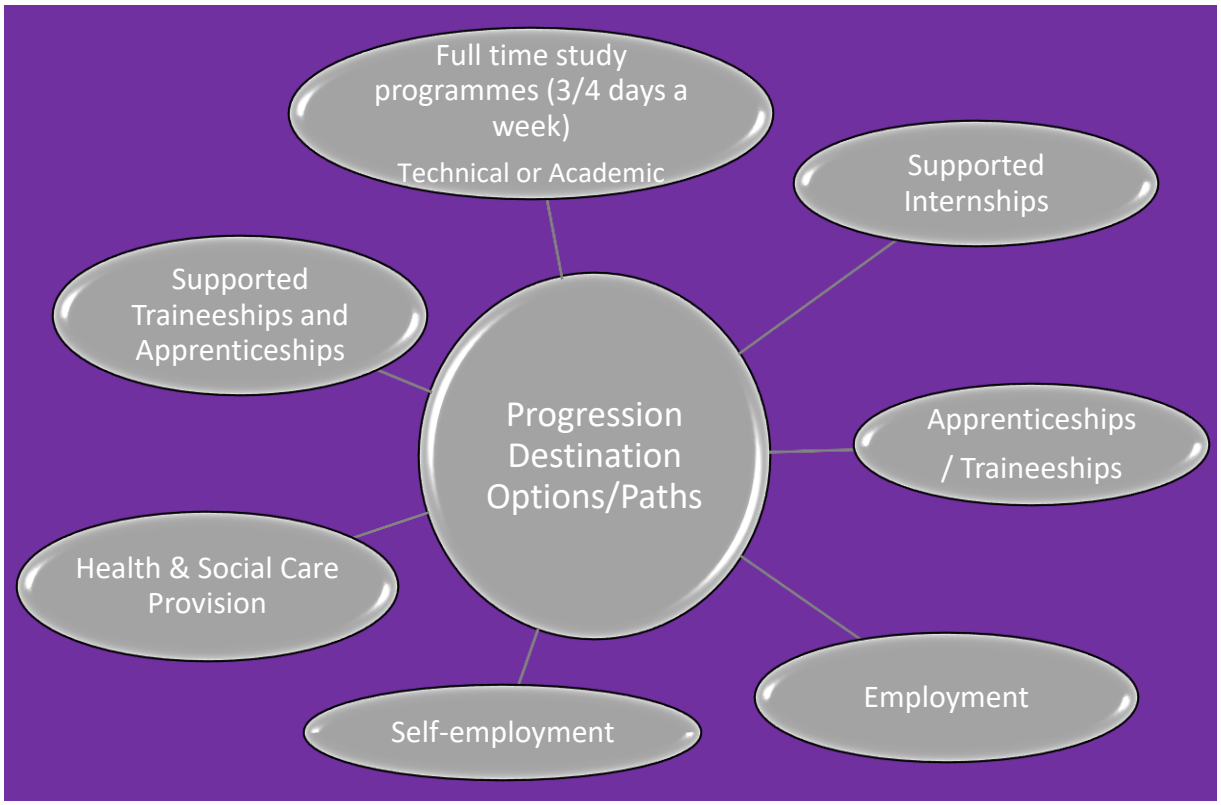
Families and staff also think about:

- Relationships and social connections
- Activities the learner enjoys
- Daily routines that work well
- Strengths and areas they want to develop
- Things that cause stress or anxiety

This approach ensures the plan is truly centred on the learner, helping them move confidently towards adulthood.

Destination Options

The diagram below outlines the progression paths learners might take post-school. Destinations are completely personalised according to the individual; some learners may take one path and others may take a combination.



Further Education Options

Further Education (FE) settings offer a wide range of courses for young people at all levels. Most courses run 3–4 days a week and count as full-time study.

Learners can choose from:

- Academic courses
- Vocational and work-related courses
- Courses that build life and independence skills

Many FE settings offer SEND support to help learners settle in and succeed.

There are clear progression routes, so learners can move up a level when they meet the entry requirements. Good literacy and numeracy skills help with progression.

Some courses also include:

- Work experience
- Supported internships
- Traineeships
- Apprenticeships

Families can find local college open days on each college's website. More information about post-16 options is available on Devon's Local Offer.
www.devon.gov.uk/education-and-families/send-local-offer/preparing-for-adult-life-ages-14-25-years/preparing-for-employment/

Specialist Colleges

If a learner's needs cannot be met by local colleges, a specialist college may be considered. This is discussed during the learner's EHCP annual review.
You can find specialist colleges on the Natspec website and on Devon's Local Offer.
Devon County Council decides on funding requests for specialist colleges for learners with a Devon EHCP. If the EHCP is held by another local authority, their SEND team is responsible.
A college must be on the government's Section 41 approved list to be considered.
To request a specialist college, families need strong evidence showing why local options cannot meet the learner's needs. Specialist colleges may offer day places or residential places, depending on the learner's needs and travel distance.

Families are encouraged to visit local colleges first, talk to tutors about support, and compare this with specialist options. Devon County Council reviews specialist college requests through a panel meeting.
will be named on the EHC plan. You must ensure your SEN caseworker, and social worker (if allocated) know your college preferences if specialist colleges are being considered.

Day & Social Care Opportunities

Some learners — especially those with severe learning difficulties, communication needs or high levels of personal care — may find that college or work-based options aren't the right fit. In these cases, young people can access day opportunities instead. These usually start from age 18, though some learners attend day provision on the days they are not in college.

Day opportunities offer a wide range of activities, and many learners really enjoy the structure, social time and support they provide.

Most day opportunities are funded through a personal budget, which comes from a social care assessment. This may be completed by Children's Services (0–18) or Adult Services (18+), depending on the learner's age.

To help families plan, Devon County Council's Preparation for Adulthood Team has specialist transition workers who attend school meetings to discuss suitable options.

There are many independent day opportunity providers across Devon. Families can find out more through their careers adviser or allocated social worker.

Transition to Adult Services (Age 18)

As young people approach 18, Children's and Adult Services work together with school and families to make the move to adult support as smooth as possible.

If a family does not yet have an Adult Services lead, our Transition Lead will support you through the process.

All professionals involved in the transition are welcome to visit school and gather information (with parent/carer permission). The learner is always kept at the centre, and their views guide every decision. We also look at whether the young person has mental capacity to make decisions, or whether a Best Interests decision is needed.

Moving To or From Residential or Supported Living

Some learners move into or out of residential or supported living settings. When this happens, we plan carefully to make sure the transition is positive and centred on the young person.

School works closely with Social Services, who lead any mental capacity assessments. New providers are invited into school to meet the learner and understand their needs. Where appropriate, learners are supported to visit their new setting and prepare for the move.

SEND Local Offer

We encourage all parents and carers to explore the SEND Local Offer from Devon County Council. It's a brilliant starting point for planning your young person's future, offering clear information about services, support, education options, social care, health, and community opportunities across Devon. Website: www.devon.gov.uk/education-and-families/send-local-offer/about-send-and-the-local-offer

National Careers Service (NCS)

The National Careers Service provides free, confidential careers advice for young people aged 13–18. They offer telephone and online guidance to help learners explore education, training and work options.

The NCS website includes:

- Over 750 job profiles
- Local labour market information

Their qualified advisers can help young people:

- Make informed career decisions
- Review their skills and set new goals
- Stay motivated and take action Website:

https://www.nationalcareers.service.gov.uk

Learn to Live 6th Form Provision

What We Offer

We have two Sixth Forms in the Learn to Live Federation — one at Bidwell Brook School and one at Ellen Tinkham School. Both settings help students put their learning into real life, preparing them for exciting next steps in education, employment, training and adult life.

Learning That's Personal and Meaningful

Everything we do is personalised. Each student follows an individual programme that builds on their strengths and supports their future goals.

We focus on developing:

- Confidence and self-esteem
- Communication and problem-solving
- Independence and resilience
- Real-life and work-related skills

Learning is always age-appropriate, purposeful and meaningful.

Learning in the Community

- Travel training and road safety
- Using local services
- Practising life skills in real situations

These experiences help students transfer skills into wider settings.

Work-Related Learning

There is a strong focus on work skills. Many students work towards future employment opportunities, supported by:

- Work-related learning sessions
- Real-life work experiences
- Accredited qualifications where appropriate

These qualifications are chosen because they are relevant, realistic and linked to each student's future pathway.

Post-16 transport

Post-16 transport isn't automatic, even with an EHCP. Families must apply each year, and support is only given if the young person cannot travel independently and the family cannot reasonably provide transport. Help may include a travel pass, a contribution-based service, a personal travel budget or travel training, but it is only offered to the nearest suitable placement named in the EHCP.

https://www.devon.gov.uk/children-families-education/education/school-and-college-transport/post-16-transport/vacant-seats/

Funding for post-16 transport - There are two types of 16-19 Bursaries:

Vulnerable Bursary: A bursary for defined vulnerable groups of UP TO £1,200 a year. Aged 16 or over but under 19. Students need to meet any of the following criteria: • They are in, or have recently left Local Authority care; • They get Income Support or Universal Credit because they are financially supporting themselves; • They get Personal Independence Payment (PIP) in their own name and Universal Credit.

Discretionary Bursary: A bursary can be awarded to meet individual needs for students aged 16+. Students in receipt of Free School Meals or with a household income of less than £30,000 per annum are eligible to apply for a discretionary bursary. In exceptional circumstances, a student who has been affected by sudden exceptional changes to their financial circumstances may be eligible. Both bursaries aim to help with course-related costs to support students to stay engaged with education, for example transport, books and equipment, educational trips and visits. The bursary can also support towards costs incurred

from attending College/job interviews and open days. You can find a copy of our 16-19 Bursary Fund Policy on our website.

Useful Contacts –

DIAS (**Devon Information Advice and Support**) - 01392 383080

SEND Team – 01392 380434 (Monday to Friday, 9 am to 5 pm)

TASC Team (Transitions to adult social care) - 01392 381291

Adult Social Care - 0345 155 1007

Devon County Council's Transport Team and School Transport Service –

0345 155 1019