

Urmston Grammar School

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9th July 2025

Dear Parents/Carers,

All students in Years 7-13 are aware of how to access me for careers information, advice and guidance at Urmston Grammar School. Students have also been informed of how to access careers information, advice and guidance outside school, if this is also of interest. Students can contact the National Careers Service: <https://nationalcareers.service.gov.uk/> - this could be instead of or in addition to seeing me. Meanwhile, if at any point students leave Urmston Grammar School and have no fixed plans in place (this is most relevant for 2025 leaver Year 11 and 13 students from this September onwards), they can access Trafford Connexions if they choose: <https://www.connexions-trafford.co.uk/Contact-us.aspx> - however I am always very happy to continue working with students after they leave school if they are not fixed up with their next destination (e.g. school sixth form, college, apprenticeship, university, employment, gap year etc.) and would hope that students would prefer to contact me.

Students in Years 11 and 13 have been informed that I will be contactable on A Level (14th August) and GCSE (21st August) Results Days and that I will be accessing my e-mails around this time. They are also aware that if I am unavailable they can also contact the National Careers Service for additional support. I have also informed the students that I will be asking them to share details of their next destinations on and after results day, and I may also contact you for this information. Please do not hesitate to get in contact with me if necessary by phoning the school or by e-mail (amarshall@urmstongrammar.org.uk).

I hope you all have a great summer.

Yours faithfully,

Amy Marshall

CEIAG Co-ordinator (Careers Adviser & Careers Co-Ordinator)