

Hull and East Riding Prospectus



Bulletin – July 2016

East Riding Welcomes New Team Member

Some of you may already have been contacted by our new project assistant for >log on | move on> in the East Riding - Chris Adams. Chris is keen to provide direct support to schools, providers and advisers across the East Riding, and will be responsible for issuing the service agreements and invoices for next year.

Usage figures for >log on | move on> during 2015-16 academic year

>log on | move on> uses Google Analytics to calculate the amount of usage the system has. During the period 1st September 2015 to 21st June 2016 >log on | move on> had 43,827 visitors to the site During this period 704,165 pages have been viewed and on average visitors viewed 16.07 pages and spent an average of 11.49 minutes on the site.

Request for all providers to update Application Statuses

We request that providers update the statuses of any applications received through >log on | move on> for 2016/17. Providers should change the status of all applications received to say whether they have given a conditional/unconditional offer to learners or if their application has been successful or unsuccessful. Once learners start to enrol with you, please can you set their application status to enrolled or not enrolled.

Updating the statuses on >log on | move on> helps the local authorities report on September Guarantee to the Department of Education more easily. The guarantee ensures that all young people who reach compulsory school leaving age in 2015 and 2016 are entitled to a suitable place in education or training.

Thank you to those who have already started to do this. If you have any problems in updating >log on | move on> please do not hesitate to contact either Sarah or Chris.

Service Agreements for 16/17

To make you aware we will be soon be issuing the Service Agreements and Invoices for the Academic Year 2016/17 to all organisations that utilise >log on | move on>. This is a key document that needs to be signed and returned to us as soon as possible. We shall also be asking you to confirm all your key contacts for >log on | move on> at the same time so that we can ensure we are contacting the right individuals when we need to get in touch. We will also be reviewing all >log on | move on> school, provider and adviser user accounts

over the summer, and removing any that have not been used during the last academic year to help ensure the on-going security of the site. Please remember to keep us informed if any user accounts need closing throughout the year.

Key dates for 2016/17

Deadline for 2017/18 16-19 course provision to be loaded onto the main prospectus by providers.	Friday 12th September 2016
2016/17 16-19 courses information and CAP applications closed	Friday 16th September 2016
2016/17 CAP Applications archived	Friday 23rd September 2016
Wish List for 2017/18 becomes active and the CAP application process commences	Monday 3rd October 2016
Target date for Year 11's to have made a CAP application.	Friday 10th February 2017

Please note providers are able to update their provider details and course information from **Monday 4th July 2016** until the end of September, and we would like to take this opportunity to encourage you to do so at your earliest opportunity as the provision will be visible from September onwards even though the CAP will not be open for applications until 3rd October. Also, if your entry remains open to applications it is important that it is checked regularly throughout the summer as learners may still make applications up until **Friday 16th September**.

Loading of the new "A Level" for 2017-18

If you are updating your A level offer for 2017-18 with the new specifications and a LARA code cannot be found please use the A Level dummy code. This code can be found under the "Other Provision" option. The LARA code can be added at a later stage, once these have been issued.

Common Application Process (CAP) Self Registration

Some East Riding Schools have opted not to have their year 10 cohort uploaded for 2017/18 applications. We have enabled the existing 'CAP self-registration facility' for learners based in these institutions to be able to set up their own CAP account and use the system. We will be actively promoting the benefits of using the CAP and the 'self-registration' facility to learners where appropriate and would be grateful for your support. We can attend schools careers events and provider open days to raise awareness of >log on | move on> amongst learners and their parents, and/or supply promotional materials and equipment so let us

know if you are organising an event and you would like our support. Please note for Hull schools all year 10 data has been uploaded in the usual manner therefore the self registration facility is not available for Hull based learners.

Training Requirements

Whether you are new to >log on | move on> or just require a refresher, if you would like any training or help you to use the website effectively then please let us know and we can organise some be-spoke or group training sessions to meet your needs. The more competent you are at using the site, the easier it gets. There are also resources on the site to help you, such as training guides and the 'show me how' video guides.

Report Functionality Incompatibility with Internet Explorer 8 and Internet Explorer 9

We are aware that there are difficulties with IE8 and IE9 affecting the reporting function of >log on | move on>. Our software provider is currently working on a solution which should be available for the new academic year. We suggest that in the meantime users use Chrome to access the >log on | move on> reports. We apologise for any inconvenience this may cause.

Facebook & Twitter

You may already be aware that >log on | move on> has a Twitter feed and Facebook page. Tweets and posts include information about >log on | move on>, apprenticeships, career opportunities and open events that colleges, training providers and sixth forms may have. Please encourage young people, their parents/carers and your organisation to follow and/or like us on Twitter and Facebook. If you have information or upcoming events that you would like us to promote through our social media, please get in touch.



Follow us on Twitter: [@logonmoveon](https://twitter.com/logonmoveon)



Like us on Facebook: <http://facebook.com/logonmoveon>

Bridging the Gap and Humber Energy Campus

The Humber LEP has worked with the local authorities to further develop the Bridging the Gap website and create a Humber Energy Campus prospectus. On Bridging the Gap website users can access the three local prospectuses, of >log on | move on>, Lincs2 and Lincs4U, the Humber Energy Campus and other career related resources such as the Apprenticeship micro site, Labour Market Information and the Skills Pledge. To view the Bridging the Gap page please visit www.bridgingthegaphumber.co.uk

The Humber Energy Campus has been set up to bring together information about a wide range of local courses and opportunities relating to the growing energy industry. Initially, providers involved in advertising their energy related courses through this prospectus, are part of the LEP's Humber Energy Campus group and include, Hull College, Hull University, North Lindsey College, HETA and East Riding College. To view the site directly please visit <http://energy.bridgingthegaphumber.co.uk/courses/index.asp> If you are interested in

promoting your energy related courses and opportunities through the site, please contact Sarah Blow, 01482 615206 or via sarah.blow@hullcc.gov.uk.

For help or enquiries please don't hesitate to contact us:

For East Riding: Chris Adams or Jacky Smith on 01482 391339/ 01482 391337 or esp.team[@eastriding.gov.uk](mailto:esp.team@eastriding.gov.uk) ;

For Hull: Sarah Blow 01482 615206 or sarah.blow@hullcc.gov.uk