



Monday 23<sup>rd</sup> October 2023

Dear Parent/ Carer,

I am writing to inform you that as part of your child's PSHE provision, year 11 will be taking part in an interview and careers day on **Friday 10th November**. The focus of the day is to further prepare pupils for their post-16 options and the world of work.

During the day, pupils will participate in a variety of sessions, which will include: presentations from sixth form providers, career aspirations, post-16 applications and the different pathways of education available.

In addition to this, all pupils will have a short mock interview with a member of staff from an external organisation. This gives them an invaluable opportunity to experience what this process involves so that they are better prepared for the future. The range of questions that they could be asked will be provided in their PSHE lessons before the Mock Interview Day.

**The day will require pupils to wear formal attire.** Appropriate clothing would be anything that is suitable to wear in an office environment. For example, this could be smart trousers with a shirt and tie, or a skirt with a smart top or shirt. Trainers and jeans are not appropriate. If your child is unsure about what they should wear, or if there are any issues with providing appropriate clothing, please contact myself or Miss Hemm (Head of Year 11).

If you have any questions about the event or require any further information, please do not hesitate to contact either Mr Bradford (Assistant Headteacher) or Miss Hemm using the school number below.

Yours sincerely,

Mr M. Bradford  
Assistant Headteacher/Careers Leader