



05 November 2019

Dear Year 10 Parent/Carer,

Re: Year 10 - Employability Day on Thursday 07 November 2019 & Work Experience Launch evening event for parents and pupils – 17.30 to 18.30 on the same day

I just wanted to update you on the arrangements for this Thursday.

Students will be involved in employability workshops during Periods 1 to 4.

In the afternoon Periods 6 and 7 are their usual LESSONS.

Then from 17.30 to 18.30, you are invited to return to school with your Year 10 child to hear about the process involved in finding work experience placements for summer 2020.

On Thursday morning, we have 30 employers coming into school to give all of Year 10 pupils a one-to-one interview. We have representatives from Westminster University and Goldsmith's College, apprentices from Transport for London and London Borough of Lewisham and other employers who will speak to the classes about why they enjoy their career.

All Year 10's are invited to wear "business attire" to school on Employability Day.

We recognise that all of the different industries have slightly different "dress codes".

So we felt it would be good to give you a little guidance on this matter –

We do WANT – our students to wear smart skirts, trousers, jackets, blouses and tops. They can bring their own BAGS – but must bring their books for Periods 6 and 7.

We request sensible SHOES – so that everyone will be safe going up and down the stairs.

We will NOT accept – jeans (or any denim items), trainers, leggings or skin-tight outfits, tracksuits, cropped tops or short skirts. These items CANNOT be worn. If a student comes in these clothes – they will be asked to return home and change – and they may miss their employer interview.

We realise that this is very late notice – so I would like to emphasise that SCHOOL UNIFORM is absolutely fine for the day.

We have all the ingredients to have a very exciting and worthwhile morning. Please do speak to your child about the event and encourage them to enjoy the experience.

I look forward to meeting you at the Work Experience Launch Event – 17.30 to 18.30 – in the Main School Hall.

Yours faithfully,

Fiona Taylor, Careers and Enterprise Coordinator,
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