



THE BURGESS HILL ACADEMY

Station Road, Burgess Hill
West Sussex, RH15 9EA

Our Ref LDN / Post 16

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Principal: Mr Jon Francies

21 September 2021

Dear Parent/Carer

Re: **Post 16 Information Evening – Thursday 7th October**

As your son/daughter enters their final year at the Academy, we begin the process of looking at the opportunities available to them Post 16. We would like to invite you to attend our Post 16 Information Evening on Thursday 7th October.

At this meeting, our further education guidance programme will be outlined together with information on the variety of options available to your son/daughter when they leave the Academy. There will also be an opportunity to ask questions and meet our Independent Careers Adviser, Kate Beecham.

Year 11 students have already received an assembly explaining in great detail Post 16 qualifications, apprenticeships and application procedures. I am currently receiving information from all the Post 16 providers which I have compiled into an information booklet which will be distributed to students and parents at the end of the month.

All Year 11 students will receive a personal careers interview this term with our new careers adviser, Kate Beecham. I would stress the importance of all Year 11 students regularly checking their emails, as this will be my main method of communication with them. They will be notified of their time for a careers interview via email and it is their responsibility to ensure that they turn up. In addition, we will have weekly assemblies from all the local Post 16 providers so that your son/daughter has the opportunity to investigate all opportunities available to them.

Taking into account current circumstances in order to minimise the number of people in the Barnden Hall at one time, we are asking parents to book either a 6pm presentation or a 6.30pm presentation. This can be done via the Eventbrite links below. Each presentation will last approximately 15/20 minutes after which you

will have the opportunity to go to the Sports Hall and investigate the Sixth Forms, Colleges and Apprenticeship Providers who will have stands there. We ask that only one parent accompanies our Year 11 student, however please contact me at L.Dorgan@theburgesshillacademy.org.uk if there are special circumstances.

Eventbrite booking link for 6pm presentation <https://www.eventbrite.co.uk/e/the-burgess-hill-academy-post-16-information-evening-tickets-171127686517>

Eventbrite booking link for 6.30pm presentation
<https://www.eventbrite.co.uk/e/the-burgess-hill-academy-post-16-information-evening-tickets-172738825477>

I appreciate that this is a huge step for your son and daughter and I am here to help. Please contact me if you or your child need any assistance during this process. I look forward to meeting you on the 7th October.

Yours sincerely

A handwritten signature in black ink, appearing to read 'L. Dorgan', written in a cursive style.

Mrs L. Dorgan
Careers Leader