

Interim Principal: Sarah Holmes-Carne
Executive Principal: Helen Winn



10/10/2022

Dear Parent/Carer,

I am writing to you as your child has the opportunity to attend a work experience placement next year.

If your child is in Year 10 they will be on placement for one week. This will take place either W/C 10th July 2023 or W/C 17th July 2023.

If your child is in Year 12, the placement will be for two weeks, commencing 26th June 2023.

To prepare for this, we are hosting an Information Evening on **Tuesday 18th October 2022**. We will be holding two sessions during the evening. During these sessions there will be a presentation explaining the process of work experience and there will also be an opportunity to talk to a member of staff at the end if you have any questions. Your child will also bring a letter home with further information after this evening has been held.

Session 1 17:45 - 18:00

Session 2 18:30 - 19:00

We would be grateful if the slip at the bottom of this letter could be completed to confirm attendance and indicate which session you would like to attend by Friday 14th October 2022.

If you are unable to attend, please could the slip still be completed and returned by Friday 14th October 2022.

We look forward to seeing you.

Yours sincerely,

Mrs K Stephenson
Associate Assistant Vice Principal

PLEASE RETURN THIS FORM TO STUDENT SERVICES BY FRIDAY 14TH OCTOBER 2022

Student Name:

Tutor Group:

I would like to attend Session 1 at 17:45 - 18:00	
I would like to attend Session 2 at 18:30 - 19:00	
I would not like to attend the Information Evening	

Parent Name:

Parent Signature:

Date:

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