



Friday 15th January 2021

Dear Respected Parents/Guardians,

Assalamu alaikum (Peace be with you),

RE: Year 11 Careers Interviews

I am delighted to inform you that the compulsory careers interviews that we have annually, with our established careers advisor, will still go ahead this year. This will be crucial to broaden your daughters understanding of the world of work and to support her to make informed career choices for her future.

The careers interviews will start on **Wednesday the 20th of January** and **will take place every Wednesday from 8am-3pm. Your daughter will be required to come to school on the day of her interview.** If your daughter's **appointment is anytime between 8am and 12pm**, she will be **required to be in school from 7:45am to 12pm**. She will be **able to go home at 12pm**. If your daughter's **appointment is from 12:30pm to 3pm**, she will be **required to come into school from 12:15pm and will be able to go home at 3pm**. The reason for this is to ensure that your daughter attends the interview on time and that she does not miss her live lessons.

Your daughter will be notified of the date and time of her interview via MS Teams. Please ensure she has made a note of the date and time for her careers interview.

Your daughter is not required to wear school uniform. Please ensure that she arrives to school on time and that she brings a snack with her as well as some headphones so that she can listen to her live lessons whilst in school.

Please also note, that if your daughter is experiencing COVID like symptoms or has been identified as a close contact or, is unable to attend for any other reason, that you ensure you call the school and inform us of her absence prior to her appointment.

We look forward to seeing your daughter soon and hope that she finds the interviews beneficial.

Yours Faithfully,

Miss M Badar
Head of Year 10
Lead for Careers and Enrichment Opportunities

