



## Ambition, Altruism, Achievement

Incorporating: Codsall Community High School, Bilbrook CE Middle School & Perton Middle School  
Executive Headteacher: Mr A Harding BA (Hons) NPQH



Date: 7<sup>th</sup> June 2023

Dear Parents/Carers

### **Ref: RAF Museum Cosford, Year 10 Mock Interview and Employability Skills Day, Tuesday 4<sup>th</sup> July 2023**

As part of our employment and work-related learning programme, all Year 10 students will be participating in a mock interview and employability skills workshops to help prepare them for life outside of school. We have secured over 60 volunteers from local organisations, colleges and universities to come along to RAF Museum Cosford to conduct interviews and facilitate workshops.

Every student will be informed by personal letter who their interview is with, which organisation they represent and what time their interview will take place. Your child may not get an interview with a representative from their chosen career field however it is the interview experience they encounter on the day that will be valuable to them. All students will take part in 8 employability-based workshops throughout the day.

All students should wear clothes suitable for an interview and not school uniform. This is to make the experience more realistic. Please note that short skirts and high heels are not acceptable they are unsuitable for interview and for some of the activities that will take place. No Trainers, jeans or hoodies. Boys can wear school trousers with a different shirt and tie, it doesn't have to be a suit.

Your child will be transported to and from the venue by coach. Free of charge.

If for any reason you feel that your child should not take part in this event, please contact me in the Admin Hub to discuss your concerns. It is not an option to just opt out of this curriculum event.

All students are required to take along a packed lunch and drinks to last throughout the day. If your child is entitled to free school meals, please contact me Tel: 01902 907560; I will arrange a packed lunch through school.

If you have any questions about the event, do not hesitate to get in touch and may I take this opportunity to thank you for your continued support.

Yours Faithfully

Mrs Higgins  
Careers and Work Experience Admin Lead  
Codsall Community High School

#### **Codsall Community High School**

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