

Dear Parent/Guardian

Re: Year 10 – SPIRAL and Evelyn Grace Present 3 Days Work Related Learning Tuesday 17th to Thursday 18th July 2018

We are pleased to announce that together with Spiral <http://www.myspiral.co.uk/> Year 10 students are taking part in an exciting 3 days of insights into the World of Work and Career Readiness. (Please see our website for a full presentation.)

It will take place at Lambeth College who have lent us their college as a venue on **Tuesday 17th, Wednesday 18th July and 19th July 2018.** This means Year 10 will get to be off-site from school and in a professional setting (the college will have broken up for summer so no College students will be on site)

The Programme will give them lifelong skills and insights to help them in their pathway towards a successful and fulfilling future, including:

Day 1 – Career Sampling

- Sample 4 different industries: Construction, Health and Social Care, Arts and Media and Sports and Science. These industries sectors are representative of the majority of jobs roles found in today's work place each requiring different skill sets.

Day 2 – Selling yourself

- Learn how to champion yourself, your skills and abilities to a network of exciting and supportive professional people with one to one interviews (up to 3) with some of the UK's top companies including Goldman Sachs and Salesforce.

Day 3 – Start your own business

- Create, develop and pitch your own social enterprise to a network of real investors. Students will use all the techniques learned during the 3 days to present themselves in a competitive environment.

Please note the following points.

Like Work Experience these 3 days are intended to teach independence and confidence building to students therefore:

- All student must make their own way to the College – they must have a valid Oyster Card *
- All Students must be at Lambeth College by 8.20am **registers will be taken and normal absent procedures will followed including informing parents of absences**
- The day will finish at 3.20 pm and students will make their own way home
- All students are expected to dress professionally in business attire they will not be in uniform but will instructed in what to wear. Jeans and trainers are NOT acceptable.

- Packed lunch and snacks will be provided by Evelyn Grace at the college each day for ALL Students

*If there are any concerns for student's safety or wellbeing we can consider taking a small number in the school minibus but at the discretion of the Director of Learning.

Work Experience: Students can still arrange their own Work Experience that they can do in the holidays or after Year 11 when they are 16 and able to have a better choice of activity. We expect that these 3 days will help students not only with future careers but also to gain the confidence to find work experience and/or part time work for themselves.

Please return the attached slip to form tutors **by Tuesday 4th July** 2018 as acknowledgement of notification.

Attendance for the week is mandatory.

Yours

Shah-Noor Ashraf

Assistant Principal/ Designated Safeguarding Lead

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Notification of attendance for Year 10

I acknowledge that my child will be attending: Lambeth College Clapham Centre for a Work Related Learning Week on the following dates: 17th 18th & 19th July 2018.

I understand that students are expected to make their own way to and from Lambeth College at Clapham on the above days at the times stated below

Friday	8.30am	3.20 pm
Monday	8.30 am	3.20 pm
Tuesday	8.30 am	3.20 pm

Please ensure all students have a current Oyster Card if they are intending to travel by bus

Child's name _____ Tutor group _____

Signed: _____ Contact number: _____

**ONLY FILL OUT IF WE DO NOT HAVE THIS INFORMATION ALREADY: UPDATE ONLY of
Medical Information checklist:**

Does your child have any medical conditions which the school **DOES NOT** already know about or need extra medical attention on these days

Yes

No

If yes please tell us what these are:

Medical Condition:

Medication type: i.e. injection, tablets to be taken when:

Type: _____

Time: _____

Does your child have any allergies to food or medicines?

Yes

No

If yes please tell us what these are.

Allergies:

Any Change of CONTACT DETAILS?

Please tell us if any of your contact details (address, telephone/mobile number) has changed and the school does not have this update already.

Change of detail: _____

Signed by Parent/Carer (please state relationship to child) only needed if you have updated details.

Signed by _____

Relationship to child _____