



Wednesday, 27 January 2021

Dear Parents and Carers

Re: Year 10 Mock Interviews

As part of the Academy's Career Programme we have organised for Year 10 students to take part in virtual mock interviews. These interviews will be part of your child's careers education, through their timetabled STEPS lesson and as part of the 'Next Steps' curriculum. Mock interviews provide the students with an opportunity to reflect what skills and qualities they have to offer as well as an opportunity to recognise the importance of a good impression. Students would normally attend the mock interviews as part of their Destinations Day in the summer term.

The interviews will be with a volunteer from a local business and are designed to be supportive towards the students. It is inevitable that some students will feel nervous and this is only natural. After the interview, students will receive written feedback to help them plan for future interviews they may face such as when applying to college, universities, apprenticeships and employment.

All interviews will have a member of staff present to monitor and support should it be required.

These interviews will take place on either **Wednesday 10th February** or **Friday 12th February**, depending on your child's timetabled STEPS lesson.

Each interview will last roughly 10-15 minutes and will be at some point between **8:30 and 10:00am**.

Students will be invited to join a Teams meeting and will be asked to be ready in the lobby of that meeting 15 minutes prior to their interview.

Students will be expected to dress in their school uniform and have their cameras on. They **will** need to be able to use their microphones.

This is a great opportunity and gives students the chance to learn and practice important life skills that will be required for their future pathways. Students will have lesson time to prepare for these interviews.

If you have any concerns about your child taking part in these interviews, please contact Mrs McStay by **Friday 5th February**. kmcstay@worcs.tgacademy.org.uk, otherwise, we will expect all students to participate.

Yours sincerely

Charlotte Mackie
Lead Teacher of STEPS