

**To: Parents / Carers of Year 8 Students**

Telephone: 01536 720300

Fax: 01536 720303

Principal: Ms Siobhan Hearne

November 2018

Dear Parent/Carer,

**Careers & Raising Aspirations – Take Your Child to Work Day**

On 27 February 2019, instead of waving goodbye to their children as they leave for work, we would like parents and carers to take them to work as part of our annual “Take Your Child to Work day”.

On **Wednesday 27 February 2019** we ask that parents, relatives or friends take their children to work for the day in order for them to observe life in the workplace, and to discuss career aspirations, the nature of work etc with parents and their colleagues. Our goal is to make this day worthwhile for every student. To ensure that students benefit from this experience they will undertake a number of preparatory sessions and once back in school have time to reflect on their day. The aim is to show children the value of their education, to help them discover the power and possibilities associated with a balanced work and family life, to provide them with an opportunity to share how they envisage the future and begin steps toward their end goals. It also lets them see what a key figure in their life spends his or her day doing.

This activity is intended to be purely one of work shadowing and observation – not work experience – therefore if students do take part in work tasks, these should be low level ones.

We would like to see every student secure a placement with a parent/carer/relative or family friend.

**Insurance**

Our College has cover for cancellation, personal accident and associated expenses and loss of personal effects for any organised school trip, journey or event outside the boundary of the school. Please note there is an excess of £15 on this policy and depreciation may be levied by the insurer on claims for equipment that is not new. In the event of a claim, please contact the Finance Office for a claim form.

The enclosed Consent Form and Employers Consent Form will need to be completed in full and returned to Student Services no later than **23 November 2018**.

Thank you in advance for your support.

Yours sincerely,



Ms J Pankhania  
Assistant Principal