



October 2022

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Dear Parents and Carers

## **CEIAG Year 11 Mock Interviews 8.11.22**

We are delighted that we have been able to secure a number of external interviewers from a range of businesses and providers to support running Year 11 Mock Interviews.

The event will take place Tuesday 8th November and will be an opportunity for us to provide all Year 11 students with the experience of an interview and to receive feedback from it.

Students have been told that they are attending an interview for a generic job. However, we have said that they can mention a specific job or sector to the interviewer if they wish.

They have been working on a personal statement in tutor time and we are encouraging them to print off a copy to bring to their interview so that they can receive feedback on that from the interviewer as well.

To set the scene I have delivered an assembly and they will have completed a tutor session on:

- How to prepare for an interview
- The key elements to secure a positive interview
- The questions that they will be asked

Students will receive a copy of the interview questions on Friday 4th November.

Each student will have a 10-15 minute interview allocated to them during the day. The way they present themselves is a key part of the interviewing process so we suggest students wear their school uniform. Alternatively they may wear smart business-like clothes if they have them; it is not expected to purchase new items of clothing for this interview. For the boys this should be a smart shirt, trousers and shoes; for the girls a smart blouse or shirt, a skirt or trousers and appropriate shoes.

We want to ensure that all students have a positive experience, whilst presenting the best image of our students to our external interviewers and appreciate any support parents and carers can provide for their child during this process.

Kind regards,

The CEIAG Team