



Headteacher
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Sandhurst School

the opportunity to succeed

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13th June 2018

Dear Parent/Carer,

Re: Invitation to celebrate UK Employability Day

To coincide with UK Employability Day 2018, I am delighted to offer your child the opportunity to take part in our 'Employability Question Time' at Sandhurst School on **26th June 2018** from **4pm-5pm**. Our panel features representatives across a variety of industry sectors from top local employers plus Adviza CEO Katharine Horler. A selection of questions supplied by each school taking part on employability topics, will be pre-selected prior to the event for our panel to debate. Employability Day

Employability Day is an awareness day for the employment support sector and employers that help jobseekers gain and progress in work. It gives organisations an opportunity to open their doors to local stakeholders, networks and businesses to show what employment support means at the frontline and the impact it is having in the local area. The conference will be part of a UK-wide event and will be shared with local press and on social media.

A topic guide will be provided to help students compile a number of questions related to employability. Those taking part will be notified which questions have been chosen prior to the event.

Please do not hesitate to contact me if you have any queries. We very much hope to welcome your child to our event to celebrate Employability Day.

Please complete the acceptance form below and return to reception by no later than **Tuesday 19th June 2018**. Please be aware there are a limited number of spaces available and students will be drawn at random where we exceed capacity.

Yours sincerely

Mrs H Nicholls
Work-related Learning Coordinator

PLEASE RETURN TO RECEPTION FOR ATTENTION OF MRS NICHOLLS BY **TUESDAY 19TH JUNE 2018**

Student: Tutor:

I would / would not like my child to take part in the 'Employability Question Time' event at Sandhurst School on Tuesday 26th June | 4-5pm.

Parent: Date:

Signature:



Would you prefer to receive your letters by Email? If so, please notify the school and provide us with your Email address