



28 February 2019  
FH/ts/MockInterviewConsent

Dear Parent

### Parental Permission 11<sup>th</sup> to 14<sup>th</sup> March – Mock Interview Week

I am writing to finalise the details of the year 10 mock interview activity on 11<sup>th</sup> to 14<sup>th</sup> March 2019.

This is an annual event and involves all the students participating in the interview process with an employer from outside the school, with the aim of giving them practise in the interview process and helping to develop their techniques and skills for the future.

All students should have handed in their typed application form and all students are expected to participate, even if they have not completed an application form in advance. Students have been told to wear something that would be appropriate for this situation but are not expected to wear a suit for their interview and there is no need to purchase anything for this event. Students are allowed to wear smart school uniform if they prefer. Students do not need to change back into school uniform on the day of their interview.

The interviews take place during the school day and are held at Marlborough Town Hall. Students have all been given their interview date and time and are expected to make their own way to the Town Hall. They will be instructed on a specific and safe route to follow, independent of adult supervision.

**Please could I ask you to complete the parental permission slip below as authorisation for your son/daughter to attend their mock interview at the Town Hall.**

Please could I also take this opportunity to mention that the deadline for year 10 work experience is Friday 17 May 2019.

Students are encouraged to see either myself or Mrs Smith in G121 if they have any queries/questions.

Yours faithfully

**Mrs F Havill**  
**Careers Leader**



**Reply Slip**

**Mock Interview Week  
11<sup>th</sup> to 14<sup>th</sup> March 2019, Marlborough Town Hall**

Student: ..... Tutor Group: .....

I give permission for my child to go off-site for this event.

Signed: ..... Date: .....  
(Parent)

***Please return slip to Mrs Smith in the Careers Office (Room G121) by no later than Tuesday 5th March 2019***