

The Gilberd School

Part of the Alpha Trust



RSA/sma
24th July 2024

Dear Parent/Carer

RE: The Gilberd School Careers Education Information Advice and Guidance (CEIAG) Events 2024/25

Wednesday 16th October 2024

Year 11 Information Evening and an opportunity to meet Post 16 Education Providers, including Employers

Wednesday 8th January 2025

Year 10 Mock Interview Day

W/C 10th and 17th March 2025

Year 10 Work Experience

Alternative Fridays 2024/25

Future Friday Speakers

Drop Down Days 2024/25

CEIAG Encounters

We are pleased to announce The Gilberd School's CEIAG provision for next academic year 2024/25. This year, we were thrilled to offer our students a wide range of career opportunities including Mock Interviews, Work Experience and meaningful encounters with representatives from the world of work. We believe that students should be exposed to a variety of pathways including a traditional academic route, technical and vocational routes.

Once again, we are delighted to involve parents/carers in several CEIAG events. We would welcome support from our existing CEIAG Community and new organisations in assisting us to continue to provide opportunities as described above and much more for our students. In order to help us plan these events efficiently we have created a Microsoft form for each event. If you are interested and would like to confirm your attendance, please complete the appropriate Microsoft form. When we have received your Microsoft form response, we will then confirm you have scheduled the event in your diary and will communicate further details with you during the academic year.

Year 10 Mock Interviews – Wednesday 8th January 2025

We will be holding Mock Interviews for Year 10 students. This academic year, we had up to 40 employers as part of our interview teams. We would be delighted if your organisation could join us at this event to enrich the experience for our students. We can welcome several members of your organisation as we hope to interview over 300 students on the day. You will be required from 8.00am to 1.30pm. Breakfast, lunch and supplementary refreshments will be provided for our guests. This year, we are delighted to invite Parents/Carers into school as part of the Interview team.

The aim of the day is to provide our students with an opportunity to practice and hone their interview skills in order to help prepare them for future interviews within Further Education or Employment. The students will have prepared a personal statement for their future applications to support the process, and this will be made available for interviewers to read before the interview takes place. On the day itself, we would ask that you interview up to 15 students for 10 minutes each and then provide 5 minutes of constructive feedback on their performance and technique. This experience builds their confidence and makes a valuable contribution to their personal development. If you are able to attend, please click [here](#) to complete the MS Form by Friday, 15th November 2024. Attendance is applicable to both Higher/Further Education Providers, Employers and Parents/Carers.

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Executive Headteacher: Mrs L E Exley
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Alpha Trust

Registered in England and Wales Company No 07755713

Registered office: Norman Way, Colchester, Essex CO3 3US



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Work Experience – March 2025

All Year 10 students will be completing Work Experience in March 2025. This will take place during the weeks beginning Monday 10th-14th March and Monday 17th-21st March. If your organisation could facilitate Work Experience for one or more students, we would be grateful if you can inform us by completing an MS Form by clicking [here](#) by Friday, 4th October 2024. When the time arrives, we will be able to promote these opportunities to our students when they are actively seeking placements. Applicable to Employers and Parents/Carers.

Future Friday Speakers – alternate Fridays throughout the 2024/2025 Academic Year

The Future Friday Speakers initiative was launched in December 2022. This involves employers delivering a presentation to our students and answering questions about their chosen career between 1.40pm and 2.30pm. A staggering number of students have been able to access one or more meaningful encounters with over 20 professionals delivering presentations each year. The series has provided our students with a valuable insight into a wide range of professions and will contribute to them making informed decisions about their Post-16 pathways and future career choices. We welcome new and existing employers to be part of the next series, starting in September 2024 and taking place every other Friday. If you are able to attend, please click [here](#) to complete the MS Form by Monday, 2nd September 2024.

We look forward to welcoming you into The Gilbert School in the next academic year. If you have any further questions, please email careers@gilberd.com.

Yours faithfully

Mr R Samjawn
Assistant Headteacher (CEIAG)

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