



HEDINGHAM SCHOOL AND SIXTH FORM

ACHIEVEMENT & EXCELLENCE

21 April 2017

Dear Parent/Guardian

Year 12 Enterprise Challenge Week, Tuesday 4 to Friday 6 July 2017

This letter is to inform you about a four day event which is for all Year 12 students who are planning to return to the Sixth Form as a Year 13 student. Those Year 12 students who are leaving the Sixth Form but who wish to take part may be able to do so, too.

Enterprise Challenge allows students to extend skills that are useful in the real business world. It is an intensive pre-management programme preparing students for responsibility at work. Managers from many local businesses are joining us for this event and will be sharing their expertise to give a real insight into the way that decision making impacts on a business. Businesses also rely on effective team work. Students will work in teams throughout the event, developing a wide range of skills especially those in leadership and communication.

Taking part in this event is valuable in providing evidence as part of the application process for university, college or employment. Each year students have been able to widen and develop their personal statement or application letter using examples from the programme. In previous years, some students have been able to confirm their career pathways through taking part; others have made links with local businesses that have resulted in job opportunities.

Each team of about seven students will work closely with one of our local businesses. This will involve going out to the business during the morning of Wednesday 5 July, accompanied by a member of staff. Please would you sign and return the permission slip for this, which is at the bottom of this letter. The business managers will be coming in to school at other times throughout the event to support the students. This is towards the end of their working day, and so on two of the days there will be a later finish than usual.

The times are as follows:

Day	Start time	Finish time
Tuesday 4 July	8.45 am	3.15 pm
Wednesday 5 July	8.45 am	5.30 pm
Thursday 6 July	8.45 am	6.00 pm
Friday 7 July	8.45 am	3.15 pm

If students have work commitments after school on the Wednesday and/or Thursday, this forward notice gives a chance for them to alter their shifts, otherwise they would not be getting the full benefit of the course. Missing part of the event would be detrimental to their team's achievements.

In addition, all students will need to make arrangements for getting transport home on Wednesday 5 July and Thursday 6 July. Their usual transport arrangement should apply on Tuesday and Friday.

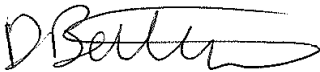
Throughout the event, students should wear business dress. This would be smart trousers, shirt, tie and a jacket for the boys. If the weather is very warm, then boys may choose not to wear the jacket. The girls will also need to dress smartly. Their shoulders should be covered and there should certainly be no flip flops!

There is no cost to the students to take part in Enterprise Challenge. The transport costs to the businesses will be paid by the school. Lunches will be provided, too and there will also be refreshments served during each day.

**PLEASE RETURN ALL SLIPS AND MEDICAL CONSENT FORMS TO THE SIXTH FORM OFFICE
BY 8 MAY 2017**

Should you have any further queries, please do contact me.

Yours sincerely



Mr D Batch
Leader of Vocational Education

Reply slip: Please return to the Sixth Form office **by Monday 8 May 2017**

Enterprise Challenge 4 – 7 July 2017

Student's Name: _____ Form: _____

I agree for my son/ daughter to take part in Enterprise Challenge 2017.

I understand that students will be visiting businesses on Wednesday 5 July and that they will be travelling to those businesses escorted by staff, in one of three ways; by foot, coach or in the school minibus.

Signed: _____
Parent/Guardian

Please print name: _____
Parent/Guardian

Headteacher · John Panayi BA Cert Ed NPQH
Yeldham Road · Sible Hedingham · Essex CO9 3QH · Telephone 01787 460470 · Facsimile 01787 462652
e-mail: enquiries@hedingham.essex.sch.uk Website: www.hedingham.essex.sch.uk



Approved
Centre





Hedingham School
Year 12 Enterprise Challenge 2017
Hedingham School, Tuesday 4 to Friday 7 July 2017

DIETARY/MEDICAL REQUIREMENTS FORM

Student's Name : _____

Tutor Group : _____

Any Special Dietary Requirements : _____

Are there any medical conditions that we should be aware of?

Please list any medication student will be bringing, and how and when this is administered:

Does student suffer from travel sickness? YES/NO

Will they be taking medication? YES/NO

Do you give permission for staff to give Paracetamol to student if required? YES/NO

Please give a telephone number(s) where you can be contacted during the trip for emergency or change in arrival time.

Telephone Number: _____

Signature of Parent/Guardian: _____ Date : _____

**PLEASE COMPLETE THIS FORM AND RETURN TO SIXTH FORM OFFICE BY
MONDAY 8 MAY 2017**