



HEDINGHAM SCHOOL AND SIXTH FORM

ACHIEVEMENT & EXCELLENCE

17 January 2018

Dear Parent/Guardian

Kickstart to Enterprise Challenge

Key Stage 4 is an important time for students to consider the world of work and the role that they would like to take within it. Year 10 students still have the time available to think about different aspects of work before they make the important decisions for the end of Year 11, including which route to pursue and where to continue their education – at Sixth Form here, at college or as part of a training programme such as those available through an apprenticeship scheme.

During Year 10, all students take part in a series of activities that help them to address the issues of working in an enterprising way. Being enterprising is using the opportunities that students encounter both within their curriculum and outside of lessons to develop important skills that are valuable for the world of work, such as having good planning skills or being flexible to change.

The process in which your son or daughter will be taking part is as follows:

29 January 2018	Assembly	Students each choose three jobs in order of preference from a list of ten possible jobs to which they would like to apply. These jobs are ones which would be suitable for a person who left school to gain training through employment. The jobs are imaginary ones but based on real life roles.
6-7 February 2018	CV Writing and Job Application	Students are supported in writing a CV and letter of application for the job they have been allocated.
27 February 2018	Enterprise Day	Students take part in a full day of working in the industry area to which they applied. These are workshops based in school and are within the school day. Students will be in uniform for this day.
14-15 March 2018	Student 'Mock' Interviews	Students are interviewed for the job to which they applied. They are interviewed by local business managers who are very experienced in carrying out interviews. Students may choose to wear suitable interview dress on the day of their interview, or may choose to wear their usual smart uniform.

The transition from education to the world of work can be a challenging one, but being able to practise in advance will make students more confident in the competitive situation which they will be in when they seek employment, whether this is for a part time job, employment or aiming for a career after a further period of education.

I hope you find this helpful.

Yours sincerely

Mr D Batch
Leader of Vocational Education

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

