



FORMBY HIGH SCHOOL

Determined to Achieve

AMA/EHA

Dear Parent

RE: Year 11 Practice Interviews

As part of our Careers programme, your child will be given the opportunity to attend a practice interview on **Thursday 25 or Friday 26 January 2024**. The event will enable them to develop their application writing skills and their interview technique. The professional who interviews them will give verbal and written feedback on their performance during the event that may be utilised in any future application or interview that your child may have.

In order for your child to make the most of the event, their application form needs to be completed to a high standard. This will give interviewers an excellent first impression and enable them to ask specific interview questions about students' skills and aspirations.

All students have been provided with an application form planning booklet during tutor time and have been working on their application forms during Personal Development lessons this half term. I will be returning the first drafts of forms to students with guidance on any amendments or additions that need to be made. The deadline for the final draft of their application forms is **Monday 15 January**. They can hand a paper version to me or send me an electronic copy on Class Charts. Once complete, application forms will be given to the interviewers in advance of the event.

In order for students to complete their applications to a high standard, I have uploaded an electronic version of the guidance booklet to Class Charts. I would also appreciate your support with this process at home. The more detail that students can include in their application, the more efficient and effective the process will be.

If you have any questions about the event, then please do not hesitate to contact me at careers@formbyhighschool.com.

Yours sincerely

Mrs A MacDunne
Careers Coordinator