

QUEEN ELIZABETH'S GRAMMAR SCHOOL

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Headteacher: Mr S Garrity Chair of Governors: Mr C Smith



14th June 2023

Dear Parent/Carer

Year 10 WOW Weeks

I am writing to inform you of our upcoming World of Work weeks that Year 10 students will be following during the last two weeks of the summer term. Arrangements are as follows:

WOW WEEKS	Mon 10 th – Fri 14 th July 2023	Mon 17 th – Fri 21 st July 2023
All of Year 10	Employability Skills Programme	Work Experience

Careers Fair Tuesday 11th July – Parents are invited to attend our careers fair on the afternoon prior to the Countdown to Success evening. We have local post 16 and post 18 providers as well as local employers exhibiting and offering advice on their courses and industries. Please come along and take advantage of this opportunity to gather information.

IN SCHOOL ACTIVITY INFORMATION

As part of this programme, students will spend one day visiting a further education establishment, one day having a Sixth Form taster session and three days in school. Students will be given advice on CVs, covering letters, completing job application forms and preparing for interview, plus developing IT skills used in the workplace. They will be given advice on apprenticeships and other post 16 routes. There will also be a range of occupational talks given by representatives from industry and local business. Students will attend 12 mini talks based on their areas of interest. Finally, students will practise their interview skills in a mock interview with one of the representatives.

UNIVERSITY VISIT INFORMATION

Students visited Chesterfield College in January 2023; the purpose of the visit was to enable students to see a college, providing them with information about different further education opportunities. Students will now have the opportunity to visit Sheffield Hallam University during the Employability week and will be allocated to visit on either the Monday, Tuesday, or Wednesday. During the visit students will be given talks on entrance requirements, the range of courses on offer and a tour of the campus. There will also be an opportunity to visit different departments, speak to undergraduate students and experience taster sessions. This visit will give students an insight into courses available, university life and entry requirements and enable students to make informed decisions about their post-16 and post 18 options.

Due to the cost of transport, a voluntary contribution of **£8.50** paid via **ParentPay*** by **Friday 23rd June 2023** will be required. This will cover the cost of the visit. The law currently does not allow us to make a charge for this category of trip, although we may ask for a voluntary contribution. No student may be excluded from the excursion because of inability to pay. However, unless the voluntary contributions cover the cost of the excursions, the visit may not take place.

Students will need to bring a packed lunch and will be required to wear school uniform. The visit will take place during the school day and students will return in time to catch buses home. These activities and visits will raise students' awareness of the variety of post-16 pathways available to them and will enable them to make an informed choice in Year 11. Students will be informed in due course which day they are allocated to.

PROGRAMME OF EVENTS:

Date	Event	Location	Additional information
Monday 10th July	1/3 of Year 10 to Visit to University of Sheffield Hallam Campus	Meet on the bus bay at 8.50am/return to school in time for the school buses at 3.20pm	School uniform Students will need a packed lunch
	Labour market info/CV Writing/Interview techniques	In School	School uniform
Tuesday 11th July	1/3 of Year 10 to Visit to University of Sheffield Hallam Campus	Meet on the bus bay at 8.50am/return to school in time for the school buses at 3.20pm	School uniform Students will need a packed lunch
	Labour market info/CV Writing/Interview techniques/IT skills	In School	School uniform
3.30pm to 7pm	Careers & Post-16 Fair	Sports Hall	Information stands – local business/employers, Post-16 Education providers
6pm to 7pm	Countdown to Success Evening	School Hall & Sports Hall	Opportunity to meet subject teachers for guidance on how to support your child into Year 11
Wednesday 12th July	1/3 of Year 10 to Visit to University of Sheffield Hallam Campus	Meet on the bus bay at 8.50am/return to school in time for the school buses at 3.20pm	School uniform Students will need a packed lunch
	Labour market info/CV Writing/Interview techniques/IT skills	In School	School uniform
Thursday 13th July	Employer talks - AM Interview experience - PM	In school	School uniform
Friday 14th July	Sixth Form Taster Day	Meet at the Sixth Form	School uniform Students will be issued with an individual timetable of their preferred subjects prior to the taster day

YEAR 10 WORK EXPERIENCE

The final week of term is for students to go out on work experience. You will receive a confirmation from us of approved placements in the coming weeks and you will be asked to check the details and give your consent. Please keep an eye out for this email. We are still waiting for Derbyshire County Council to complete their checks, but we have assurances this will be completed in time.

Yours faithfully

Ms K Morgan
Careers & Employability Lead
Assistant Headteacher

**by clicking the “consent” button on ParentPay to confirm the payment detailed above, you are also confirming that the emergency contact and medical details we have on our system are correct for your child. Please inform me as a matter of urgency should there be any changes to the details we hold.*