

September 2024

Ref: VC

Year 11 Life After Thomas Keble Day – Tuesday 22nd October 2024

Dear Parents/Carers,

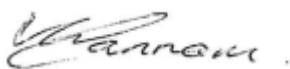
Now that your child has entered Year 11, it is time to start thinking of their next step after Thomas Keble. To support our students through this transitional stage, we are holding an employability day entitled **'Life after TK' on Tuesday 22nd October**. This will include a range of sessions from external providers on topics such as apprenticeships, CV writing, cover letter writing, post-16 application guidance, university myth-busting and gap years.

Throughout the day, all students will be given a mock interview with a local employer. This will last 20-25 minutes, including immediate verbal feedback, and written feedback to follow. The employers have volunteered their time to support our students and we hope they will make the most of this opportunity to prepare them for real interviews they may have for their post-16 courses, apprenticeships or future jobs. If possible, it would be very helpful if you could speak with your child about interviews you have had, practice their responses to common interview questions and encourage them to think about their body language, volume/tone and posture at home, to help them to feel confident about the interview on the day. A list of suggested interview questions is attached below.

To make the interview process as realistic as possible, we are encouraging students to arrive in school, on Tuesday 22nd October, dressed in suitable clothes for interview, such as a suit, smart shirt/blouse and trousers/skirt, or a formal dress. They will remain in their 'interview clothes' for the day. Students will receive guidance about appropriate clothing in their tutorial sessions in October, such as avoiding high/stiletto heels, heavy make-up, short skirts and trainers. I would like to stress that clothes do not have to be bought purely for this purpose, however you may wish to consider supporting the national 'Second Hand September' initiative by purchasing from a charity shop or purchase clothing which could be reused for other formal purposes, such as future interviews or the Year 11 dinner dance, to maximise cost per wear. We understand that, especially in the current economic climate, students may not have smart or appropriate clothes available, in which case please either contact me confidentially in advance and we may be able to loan appropriate clothing, or send your son/daughter in smart school uniform.

I very much hope this day will be of great benefit to our students as they start to plan their future after Thomas Keble. If you have any questions regarding this event or the post-16 application process, please do not hesitate to contact me at vcannam@thomaskeble.gloucs.sch.uk.

Yours sincerely,



Miss V Cannam
Careers Lead

Mock Interview Practice Questions

Questions should start as very open questions (i.e. "Tell me about /give me an example of" and not a question that can be answered with a "yes or no" answer) Some examples of questions our interviewers may ask your child are:

- Tell me a bit about yourself.
- What do you do in your spare time?
- What kind of apprenticeship/job would you like to do in the future and why?
- What strengths would you bring to this type of role?
- What do you find challenging? How do you manage this?
- What did you learn during your Year 10 work experience?
- Give me an example of when you worked well in a team.
- Describe an incident when you have had to take responsibility / prioritise / work in a team / work well under pressure / use your initiative.
- Describe a problem you have solved successfully.
- Tell me about something you have achieved or are proud of.
- How would your teachers or friends describe you?
- What would you like to be doing in 5 years' time?
- What questions would you have for me as an employer?