

Dear Parent/Carer

Year 9 Careers Convention – Redcar & Cleveland College

As part of the Careers, Information, Advice and Guidance (CIAG) programme at Rye Hills Academy and in line with the Foundation for Jobs entitlement, we would like all Year 9 pupils to attend a Careers Convention on **Friday 14th July 2017**.

The event is from **1:00pm to 3:00pm** and is at Redcar & Cleveland College, Corporation Road, Redcar.

This event will be an introduction to future careers aspirations and the day will be set out as follows:

Time	Activity session
1:00 - 1:10pm	Presentation in hall
1:10 - 2:50pm	4 x workshops on rotational basis: Police, Army, Journalism, Art & Design.
2:50 -3:00pm	Close & return to school

Students will be allowed to go in to lunch at 12noon. They will then meet in the Sports Hall and be put in groups before boarding the coaches at 12:45pm. Groups are non-negotiable. Transport to and from the college is provided. Pupils will arrive back to school by 3:15pm and be dismissed on arrival.

Pupils must be in full school uniform.

We expect pupils to behave in line with the Rye Hills Academy Behaviour Policy and Code of Conduct at all times.

All students must have completed and returned their EVAP forms before the visit, these are available from reception.

Below is a reply slip only to be completed if you **do not** want your child to attend.

Yours sincerely

Miss Smith
Careers Officer

Opt out - reply slip – Please return to the library no later than Friday 14th July 2017

I **do not** want my child to attend the Careers Convention at Redcar College.

My son / daughter's name isTutor Group:

Signed:Parent/Carer