September 2026

Dear Parents/Carers,

Work Experience Information Evening on Thursday 1st October 2026.

We are inviting you to our Work Experience Information Evening which is taking place in the school hall on **Thursday 1st October from 5-6pm.**

During the evening, you will be informed about Noadswood's Work Experience programme for Year 10 students along with what work experience is, how to find a placement and information about parental forms that will need to be completed before a placement can commence. Although work experience week will be taking place towards the end of the year, beginning on **Monday 5th July 2027**, it is vital to provide students with enough time to find, and confirm, a placement. Work experience applications are due in by **February half term**. Therefore, attending this briefing can help you in supporting your child when considering where they would like to go on placement. We are also aware that some students have already found placements. If this is the case, we still urge families to attend the briefing as the paperwork and expectations will be explained.

As well as this, at the information evening, we will also share details about the mock interview evening, which will be taking place on **Thursday 4th March 2027**. We will explain how students can best prepare for their mock interview, including information about their cover letter and CV writing, which students will also focus on in their English Language lessons.

There will be an opportunity at the end of the evening to ask either myself or our Careers Advisor, Gordon Lewis, any questions that you have.

After the event, all information will be sent to you for your records and in case you cannot attend.

Following this, should you have any further questions or concerns, please do not hesitate to get in contact with Gordon Lewis at glewis@noadswood.hants.sch.uk or myself at jshah@noadswood.hants.sch.uk

Yours sincerely

Mrs J. Shah
Careers Lead