

17/7/18

Dear Parents,

**Re: Student mentoring programme 2018-2019**

Your son/daughter has been selected to take part in a mentoring programme with Peter Brett Associates during the next academic year. In this programme Peter Brett employees will provide support to students to help them aspire and reach their goals during Key Stage 4.

The programme will be varied and challenging, the objective is to give the students the skills and behaviours to succeed in college and the work place. They will be given individual support to produce a CV, have guided interview practice, as well as be given the opportunity to make work place visits. The sessions will be fun, hands on and engaging.

The mentors will be approved through strict safeguarding procedures and will undergo DBS certification checks before working with our students. **Meetings in school will take place approximately once a month from 3.00 – 4.00 p.m. in the school library.**

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|-----------------------|---|
| 1. Tuesday 18th Sept  | Session 1 – Visit PBA for icebreaker activity and focus group session |
| 2. Tuesday 16th Oct   | Session 2 – Research careers  |
| 3. Tuesday 20th Nov   | Session 3 – Produce a CV  |
| 4. Tuesday 11th Dec   | Session 4 – Activity (PBA to provide)                                 |
| 5. Tuesday 15th Jan   | Session 5 – Career pathways and apprenticeships                       |
| 6. Tuesday 12th Feb   | Session 6 – Prep for presentation                                     |
| 7. Tuesday 12th March | Session 7 – Presentation  |
| 8. Tuesday 30th April | Session 8 – Mock 'Assessment Centre' group activity                   |
| 9. Tuesday 21st May   | Session 9 - Interviews (using CV's)                                   |
| 10. Tuesday 25th June | Session 10 – Visit PBA (activities, focus groups)                     |

The programme will only be made available to those students who are prepared to commit to it and we do ask for your support in reminding them to attend. If you are happy for your son/daughter to take part in the mentoring programme, please sign and return the permission slip below.

Thank you for your support in this matter.

Yours faithfully,

Siobhan Gallivan - Careers Lead

**s\_gallivan@prospect.reading.sch.uk**

Name of student: \_\_\_\_\_

t/g: \_\_\_\_\_

I give permission for my son/daughter to take part in the Peter Brett mentoring scheme.

I give permission for my son/daughter to take part in the trip to **Peter Brett Associates on 18<sup>th</sup> September returning 4pm and 25<sup>th</sup> June 2018 during the day. Transport to be provide by school.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_