



JEM/627

24<sup>th</sup> September 2019

Dear Parents and Carers

We are having our Annual Careers Fair on Wednesday 9<sup>th</sup> October 2019 from 9.00am – 1.00pm and we would love you to attend.

During the Fair, you and the students will be free to walk around the various stands, asking questions and picking up leaflets. If you can attend at the same time as your son/daughter that would be ideal.

This year the event will be based in the Sports Hall (no high heeled shoes permitted). All parents **must sign in** at Reception and bring some form of ID. Parking will be on the Bus Park.

Timings for the day are as follows:

09:00 - 09:25	Set Up
09:25 - 09:55	<ul style="list-style-type: none"><li>• Year 13 and Parents/Carers</li><li>• Year 7 and Year 8 high prior Attainers (<b>invite only for pupils</b>)</li></ul>
09:55 - 10:55	Year 11 and Parents/Carers
<b>Break</b> 10:55 - 11:15	Open to any Students and Parents/Carers
11:15 - 12:05	Year 10 and Parents/Carers
12:05 - 13:00	Year 9 and Parents/Carers

If you are a parent that works for a company or has your own business and you wish to attend as an employer, please email the school and we will save you a table. We are hoping that you will be able to advise our students on what skills are required for your line of work and to inform them of any courses that will be useful for their career aspirations.

Tea and coffee will be available for employers during the day.

Please would you reply by either telephoning the school on 01283 749450 or by email to: [nancy.kucharik@robertsutton.staffs.sch.uk](mailto:nancy.kucharik@robertsutton.staffs.sch.uk) and [julie.mcaulay@robertsutton.staffs.sch.uk](mailto:julie.mcaulay@robertsutton.staffs.sch.uk)

Yours faithfully

**Mrs Julie McAulay**  
Careers Adviser

