3rd December 2018 – 25th Rabi Al Awwal 1440

Dear Parents/Guardians,

Assalaamu Alaikum – ‘Peace be upon you’

Yr10 – Session 2 Careers Fair - Monday 10th December 2018

Dear Parents/Guardians,

Civil Service Careers Fair is a government initiative to develop both personal and collective skills. We form part of the Department for Work & Pensions, Her Majesty’s Revenue & Customs, Her Majesty’s Passport Office and the Insolvency Service.

Our ethos is ‘creating a brilliant Civil Service’ - by improving outcomes and up-skilling the future generation of Civil Servants, into effective leaders. Our aim is to reduce social inequalities through education and engagement of the possibilities of a career in the Civil Service.

We are really excited to deliver our very first Civil Service Careers event to Eden Boys’ School and facilitate workshops explaining how to apply for the Civil Service, learn key interview tips and how to work in a group through team building exercises.

By delivering this Careers Event we hope to:

- Educate young people in the benefits of employment within the Civil Service.
- Increase knowledge of opportunities within the Civil Service
- Advertise entry routes to the Civil Service
- Prepare young people on how to apply in the Civil Service

We focus on the key behavioural indicators needed to apply for a role in the Civil Service at entry level. These are:

1. Delivering at pace
2. Collaborating and partnering
3. Leading and communicating
4. Managing a quality service

We are promoting the Civil Service as a potential career choice and on the day, there will be several market stalls from various different government departments across Midlands, ready at hand to talk more about their roles, how to apply and answer any questions your child may have. The skills the students will learn during the course of the day, are also transferable and they will be able to apply the techniques when applying for work after they leave education.

Your son will be involved in the session 2 programme from 1.00pm to 3.30pm on Monday 10th December 2018.

We will be leaving school at 12.30pm by minibus and returning at approximately 16.00pm.
Pupils will need to bring a packed lunch or money to purchase food and drinks. Pupils will be expected to wear school uniform and suitable clothing should be worn.

DEADLINE FOR REPLy SLIP AND MONEY
Thursday 7th December 2018

Please return the reply slip and money in a sealed envelope with your child’s name and form written on it to main reception.

The school reserves the right to exclude from the trip any student whose conduct gives cause for concern prior to the trip.

Thank you very much in anticipation of your support.

Yours sincerely,

Mr Saleh Islam
(Assistant Principal)

Yr10 – Civil Service Careers Fair – Monday 10th December 2018

I would like my son______________________ from form____________ to attend the NEC Skills show on Monday 10th December 2018.

I understand that he will make his own way home from school, or will be collected at 4:00pm.

Signed___________________________________Parent/Guardian Date ……………………………………….