



PEMBROKE
A PRIORY ACADEMY

Dear Parent/Carer,

We are delighted to inform you that our Year 11 Mock Interview Day will take place on Friday, 27th February.

On Friday 16th January, students attended an assembly in which the event was outlined and its importance explained. The purpose of Mock Interview Day is to support students in developing effective interview strategies, enhancing their communication and presentation skills, building confidence, and reducing anxiety ahead of real job or post-16 interviews.

It is entirely normal for students to feel nervous; however, this event provides an excellent opportunity to practise interview skills in a supportive environment, and all students will be given personalised feedback following their interview. We encourage you to support your child's participation, as the experience will be invaluable for their future.

The mock interviews will take place at school during the normal school day, with each student allocated an individual appointment time. We will be welcoming external employers from a range of industries and businesses to conduct the interviews. Questions will focus on the students themselves rather than a specific job role.

Students are expected to wear smart business attire. Jeans or sportswear are not permitted. We do have a small stock of men's and women's office wear available for students to borrow free of charge from the Careers Hub and library. Please do not feel obligated to purchase anything new; school uniform can be worn for the day.

Students will need to prepare a CV for their interview. Next week, they will receive dedicated time and guidance on CV writing and will begin to create their own CV during Personal Development lessons. Students will also receive a lesson on Interviewing skills, to help prepare them for the day.

In addition to the interview activities, we are pleased to share that Year 11 students will take part in a celebration lunch as part of the Mock Interview Day to recognise their hard work and dedication as they prepare for this summer's GCSE examinations. This will be a positive opportunity for students to come together, reflect on their efforts so far, and feel supported as they move into the final stages of their studies.

If you have any questions, or would like to support this event in any way, please do not hesitate to contact me on msmith@prioryacademies.co.uk or rsadler@prioryacademies.co.uk

Yours Faithfully

Mrs S Warnock
Assistant Headteacher

Miss M Smith
Careers Coordinator

Headteacher: Mrs H Spoor

The Priory Pembroke Academy, Croft Lane, Cherry Willingham, Lincoln LN3 4JP

Tel: 01522 751040 **Email:** generalenquiries@priorypembroke.co.uk **www.priorypembroke.co.uk**

The Priory Pembroke Academy is part of The Priory Federation of Academies Trust. For further information please contact:

The Priory Federation of Academies Trust, Cross O'Cliff Hill, Lincoln LN5 8PW **Telephone:** 01522 889977

Registered Company No: 6462935. DfE Registration No: 145052

