



Haydock High School

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Ref: JVT/KBR

4th December 2019

Dear Parent/Guardian,

I am writing to inform you that your son/daughter has been given an application form to complete in preparation for a mock interview, which will take place on either **Wednesday 11th December** or **Thursday 12th December 2019**. Each interview will last approximately 15 minutes, all other lessons will run as normal. Students will be informed of the day and time of their interview in due course.

We try to make the interview experience as realistic as possible students should therefore dress smartly in appropriate office dress e.g. suit. Any students whose appearance is not considered appropriate e.g. track suit, jeans or trainers will be sent home to change and will miss the interview. They are to only come into school in their own attire on the actual day of their interview.

I am sure you will agree that this is a valuable experience which will support your child in any future career.

Yours sincerely,

J Tinsley

Mrs J Vernon -Tinsley
Head of Careers