

February 2022

Dear Parents and Carers

We are writing to inform you that on Thursday 3 March Year 11 will be participating in a Mock Interview Day. This is an exciting opportunity for our Year 11 students to support them in their career's education. The aim of the morning is to give our Year 11 students the experience of a formal interview in preparation for their entrance into further education and the world of work.

We have 19 employers visiting school to interview the students. Each student is entitled to a 15 minute interview with an employer and will receive individual feedback from their interview from an employer's perspective. Students are required to wear full school uniform.

We want students to realise the importance of:

- punctuality
- appearance and body language
- preparation for standard interview questions
- ability to present confidently and articulately

The mock interview day will be during school time and students will be allocated a specific time to attend. Students will receive this information in advance of Thursday 3 March.

In order to help students to prepare for the Mock Interview Day, it would be useful for students to look at the questions overleaf and plan answers to help them on the day. We would ask you to support your child in the preparation of this day so that they are familiar with these types of questions. During form time in school, tutors will also assist in supporting students with this.

Yours sincerely

Mrs L Norton
Assistant Headteacher Assessment and Curriculum

1. What is school like?
2. Tell me about the subjects you are studying.
3. Which are your favourite subjects?
4. What do you do outside school – in your spare time?
5. Which hobby, sport or interest is most important to you and why?
6. Tell me about the things you do well.
7. How would your friends describe you?
8. How is your attendance and punctuality?
9. What would you like to do when you leave school?
10. What do you think that work involves?
11. Why do you think you would be suitable for that type of work?
12. What qualities do you have to offer?/What evidence do you have?
13. Are you interested in any other kinds of job/career?
14. Have you done any research into the (career, job, course or training) that you are interested in?
15. Have you had any experience of work?
16. What personal skills do you have? Could these help you in the job/career that you are considering?
17. What would you like to be doing in one/five years' time?
18. To what extent are you prepared to work hard and take the opportunity for training to gain further qualifications? What do you want to achieve?
19. What do you think are your strengths/weaknesses?
20. Do you have any questions?