2nd October 2019

Dear Parent/Carer(s)

**Introduction to Year 10 and Work Experience Parents’ Evening on Tuesday 15th October**

**5.00pm – 6.00pm for Arwenack and Gluvias students and parents**

**6.15pm – 7.15pm for Killigrew and Pendennis students and parents**

For many years Penryn College has offered all students the opportunity to take part in a week of work experience during Year 10. This has proved to be a very popular and successful part of the Careers Education, Information and Guidance programme.

To help you to support your child to find the best possible placement, we would like to invite you to attend a parents’ evening in Kernewek Hall on Tuesday 15th October.

In an hour, we aim to offer you an introduction to KS4 to help you and your child prepare for the important journey ahead. Alongside understanding the work experience process for your child, you will have the opportunity to meet the staff involved, hear from students and employers who have taken part in work experience in previous years and ask questions about any aspect of work experience.

We will hand out all the necessary paperwork including a logon and PIN for the Learnaboutwork website, a database of over 6000 possible work experience placements in Cornwall.

We hope that you will be able to attend this evening and help your child to start the process of arranging their placement as soon as possible. This will help ensure they have the best possible chance of success.

Please complete the attached reply slip and return to the library by Friday 11thOctober.

Yours faithfully



Rachael Bastian and Kate Blackburn
**Work Experience Co-ordinator / Lead Practitioner**

**Introduction to Year 10 and Work Experience Parents’ Evening on Tuesday 15th October.**

Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ House \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TG:\_\_\_\_\_\_\_\_\_\_\_

 No, unfortunately we are unable to attend.

 Yes, we would like to attend the evening. There will be \_\_\_\_\_\_\_\_\_\_\_ people attending.

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Please return to the library by Friday 11th October.**