



Headteacher
Mr Gareth Croxon B.Sc, NPQH

Sandhurst School

the opportunity to succeed

Owlsmoor Road, Owlsmoor, Sandhurst, Berkshire GU47 0SD

Tel: (01344)775678

Website: www.sandhurstschool.org.uk

E-mail: contactus@sandhurstschool.org.uk

28th June 2024

Dear Parent/Carer(s),

Re: Year 10 Interview Skills Day - Tuesday 2nd July 2024

A quick reminder that the Year 10 students have their Interview Skills Day next week. The timings for this have been finalised, your son/daughter can find their interview time and location at any of the following places:

- Careers Classroom (code **jpv25su**)
- Posters in the canteen
- At reception
- Year 10 tutors have a copy of the schedule
- With Mrs Hoekstra at her desk in Reception

CVs should have been submitted, if you have not you can still send them in to Mrs Hoekstra at

choekstra@sandhurstschool.org.uk.

On the interview day itself, there will be a schedule where each student gets a 10-minute interview. We expect every student to dress accordingly and treat the occasion as if it were a real interview, smart business attire only; shirt, tie, trousers, dress, blouse, skirt & sensible shoes. There is no requirement to buy a suit or dress. School trousers/skirt with a white shirt(tie)/blouse is perfectly acceptable. Tips and advice are shared on the Google Career Classroom but students are encouraged to practise their answers and questions at home in the lead-up to the event. Certificates will be awarded to Star Interviewees.

We hope you will agree that this will be a fantastic opportunity to gain valuable interview experience and support your son/daughter through each stage. The interview skills day will take place on **Tuesday 2nd July**.

Should you have any further questions please do not hesitate to contact either myself or Mr Laws.

Yours sincerely,

Mrs C Hoekstra
Careers Coordinator