



Moorside High School

Enriching Lives, Inspiring Ambitions

January 2022

Dear Parent/Carer,

As part of our on-going Careers Programme in Year 11, we are inviting pupils to take part in a **MOCK INTERVIEW** with a visitor from the world of work. The mock interview day will take place on **Friday 18 February 2022**. This is an INSET day for school, so pupils will be issued with an interview time so they can come into school, have their interview, and then go home. Pupils should expect to be in school for this event around 30-40 minutes maximum.

Visitors will range from sixth form / FE colleges, Universities, Apprenticeship providers and Employers. It is a superb opportunity for the pupils to gain an understanding of what a real interview may be like and practice their skills in preparation for them finishing Moorside High School this summer.

Pupils will require a CV for this mock interview, which pupils have been completing during PSHE lessons. If pupils would like further support with their CV, they can seek support from Mr Farmer in school at break, lunch and after school by requesting this.

To make the day as realistic as possible, all Year 11 pupils will be allowed to come into school in smart clothes that are appropriate for a **real** interview.

The guidelines are outlined below and create a formal business-like approach:

- Jacket and trousers (no jeans!) shirt and tie, and suit jacket if wished
- Skirt – either long or to the knee (not short) – and appropriate blouse or top
- Smart, appropriate shoes (no high heel stilettos, no trainers/converse)
- **School rules on make-up, jewellery and nail varnish still apply.**

We do not expect pupils or parents to go out and buy new clothing especially for this mock interview; if it is not possible to have office dress, then school uniform is fine if pupils feel more comfortable.

If you have any questions or queries about the day, or other information regarding career options and application processes, then please do not hesitate to get in contact in touch – our details are below.

Thank you for your continued support, we hope the pupils enjoy the experience and can put this into good practice for future successful interviews!

Yours faithfully

Mr Simon Farmer
Careers Adviser
simon.farmer@consilium-at.com

Mr Steven Mills
Assistant Head Teacher
steven.mills@consilium-at.com

Head Teacher: Mr C Davis • 57 Deans Road, Swinton, Manchester, M27 0AP • Telephone: 0161 921 1045 • www.moorsidehigh.com

