



Year 11 Careers Newsletter

11th April 2025

Happy end of Term 2, Year 11

The beautiful weather continues. Let us hope that this will be the case throughout the Easter break.

Well done to the Food and Nutrition students and those taking Enterprise and Marketing who have started the exam season off with their NEA. I saw some amazing dishes being turned out and I hear that the professional pitches by the E&M students were also worthy of a smile from Alan Sugar. Make the most of the fortnight away from lessons and put together your revision timetable. Review it every day as sometimes unexpected things crop up that will affect what you planned to do. This might be that the hour of maths you planned to do did not go as well as you thought because you realised that a particular topic was more of a challenge than you had anticipated. Consequently, you will need to address that issue and reflect the extra time in your revision timetable. It is also important that you include time away from revision. A rest to allow you to recharge your batteries will mean that your revision is more effective.

Hereford Sixth Form College were due to hold their interviews in the Bungalow on Thursday May 1st. This has had to be rescheduled due to a clash with the GCSE Art exam. I will ask the College to book another date. Meanwhile, look back to the newsletter I sent out giving advice as to how to prepare effectively for interviews. Remember to have a couple of questions to ask of your interviewer too. Make that positive first impression.

Last week, I shared with you the role of a CV and gave you the opportunity to request an example, whether via email or coming along to one of the Careers drop-in sessions on a Monday and Wednesday. I also said that in this newsletter I would offer support about putting together a Cover letter. Many companies now ask for applications to be made via a standard form. However, some smaller businesses, particularly local cafés and restaurants tend to ask for a CV. Traditionally, a candidate applying for a job or simply providing their CV to employers to have on file when a position arises, will attach a Covering letter. This will

- Focus on the employer's 'need' to employ you, rather than your need for a job, i.e. sell yourself and give reasons as to what you would be an ideal employee.
- Give brief details about your strengths, skills and personal qualities and how they will benefit the employer.
- Focus on what you can do for the employer and how you contribute to the organization.
- Show you have researched the company, i.e. the business sources local products, runs a weekly 'Fish evening.'

If you want further support in putting together a CV or/and a Cover letter, just drop in and see me. Also, any questions that you may have regarding your college applications, please just ask.

Year 11, this is your last Careers newsletter! I have thoroughly enjoyed seeing you for your careers appointments and I can confidently say that I know what post-16 pathway you have all applied for. That is how much of a positive impression you have had. Now go and share that along your post-16 pathways.

I wish you all the good fortune in your exams and for the future. I look forward to hearing all about where your choices take you.

Enjoy a lovely Easter, everyone.
Mrs Griffiths-Jones