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23rd September 2026

Dear Parent/Carer

Can you help? Supporting our students with careers and work-related opportunities.

We are asking for your support with a number of careers events and opportunities planned for this academic year. Our aim is to give students meaningful opportunities to meet employers, learn about different careers, develop their employability skills and experience the world of work. **You do not need to be a careers expert to help.** You may be able to volunteer yourself, involve your employer, or put us in touch with someone in your workplace or local community who could support our students.

We are particularly looking for help with the following:

27th November 2026 (provisional date): Year 11 Mock Interviews

Our Year 11 students will soon be taking the next steps in their career journeys, whether that is post-16 education, training, an apprenticeship or employment. To help prepare them, we would like every student to have the opportunity to participate in a mock interview.

The event will run throughout the school day, approximately 8:30am to 3:15pm. Volunteers would interview a number of students using a set of prepared questions and provide brief written feedback to help students develop their interview skills and confidence. Volunteers do not need to be available for the whole day. If you can offer just a morning, an afternoon or even a couple of hours, we would be very grateful and can make excellent use of your time.

Spring Term 2027 (date TBC): Guess the Employer

For this event, volunteers from a variety of careers and occupational backgrounds will be stationed around a room. Our Year 8 students will rotate between them, spending approximately ten minutes asking questions and trying to work out what job each person does, or did before retirement.

This is a fun and engaging way for students to discover careers they may never have considered and to learn about the different routes people take into employment.

We would love to hear from people working in all sectors and at all levels. Every career journey has something valuable to teach our students.

Year 10 Work Experience: 7th to 11th June 2027

We are keen to hear from businesses and organisations that may be able to host one or more of our Year 10 students for a work experience placement.

If your employer offers work experience, or you know of a local organisation that might be willing to provide a placement, please put us in touch.

Workplace Visits and Student Mentoring

We are also looking to develop stronger links with employers who may be willing to:

- Host a visit to their workplace for a group of students, potentially up to a class in size.
- Give students an opportunity to see how subjects they study at school, such as science, mathematics, engineering, design technology and computing, are used in the workplace.
- Allow students to meet employees and learn about their roles, career pathways and experiences.
- Provide one-to-one mentoring or careers support for students.

Workplace visits are particularly valuable in helping students make connections between what they learn in the classroom and the opportunities that may be available to them in the future.

Could you, your employer or someone you know help?

Our parent and carer community represents an enormous range of occupations, businesses, organisations and professional networks. **Even if you cannot volunteer yourself, simply forwarding this request to a colleague, employer, friend or contact who may be able to help could make a real difference.**

If you can support us in **any** of the ways above, or know somebody who might be able to, please either email me directly or complete our short Microsoft Form:

[Supporting Ludlow CE Careers Programme – Fill in form](#)

There is no expectation that volunteers need to commit to more than one activity. Any time, expertise, contacts or opportunities you can offer will be very gratefully received.

Thank you for helping us to broaden our students' horizons and prepare them for their futures.

Yours sincerely



Stephen Richards
Assistant Headteacher