

08 November 2022

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Berkshire RG30 4EX  
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<http://www.kgaprospect.uk>  
Headteacher: Mr D Littlemore

Dear Parent/Carer

**Re: Year 10 STEAM Employer Programme – Spring Term 2023**

As part of our careers education programme, we are excited to announce we will be offering a free mentoring programme with Stantec this academic year. An international engineering firm will provide tailored careers support to students to help raise their aspirations and reach their goals during Key Stage 4.

Students will be given individual support to produce a CV, have guided interview practice, as well as the opportunity to make workplace visits. The sessions will be fun, hands-on and engaging. Students will develop their interpersonal and communications skills. The mentors will undergo strict mentoring training and will have a teacher present to support the programme.

Meetings in school will take place in Room C115 from 3.15pm on the following dates:

10th January 2023	25th April 2023
7th February 2023	23rd May 2023
7th March 2023	20th June 2023

If you are happy for your child to take part in the mentoring programme, please sign and return the permission slip below before 7th December 2022.

Yours faithfully  
Siobhan Gallivan - Careers Manager  
[sgallivan@kgaprospect.uk](mailto:sgallivan@kgaprospect.uk)

Please return this reply slip and the Parental Consent [PARENTAL CONSENT AND MEDICAL FORM.docx](#). All forms must be returned.

Name of student: ..... Date: .....

I give permission for my child to take part in the programme and to participate in the trip to Stantec on 20<sup>th</sup> June during the school day. Transport will be provided by school.

Signature ..... Name of Parent/Carer: .....

We are strictly limited on numbers so if we exceed the amount of places available, we will pull the names out of a hat.