

31st January 2018

Dear Parent/Guardian

I am writing to inform you of my intention to take your child to the Coventry and Warwickshire Local Enterprise Partnership Careers Fair taking place on the **Thursday 8th March** at the NAEC, Stoneleigh Park, Warwickshire. The purpose of the trip is to give students the opportunity to speak to a range of providers of post 16 education from colleges and sixth forms to employers that offer apprenticeships. The trip is free of charge and a great opportunity for students to access a wide range of careers guidance.

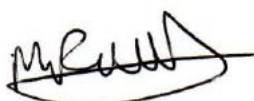
On the day of the event students will meet staff in the school hall at 8.45am to be registered and will be escorted to coaches which will depart at 9.00am prompt from the school bus stop. The coaches will return the students back to school for approximately 12.05 pm in time for period 4 lessons.

All students must wear school uniform for the duration of the trip and may wish to bring some snacks and a drink for break time.

Your child's reply slip, and medical form will need to be returned to reception by **Friday 16th February**. If both forms are not completed and returned to school your child will not be able to attend the trip and will have to spend the day at school in a form of supervised learning.

If you have any concerns regarding details of the trip, please do not hesitate to contact me.

Yours sincerely



Mr M Webb
PE Teacher and Teacher in Charge of Careers Education

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Skills Show – 8th March 2018

Student's name: Tutor group:

*I give permission for my child to attend the visit that takes place on **8th March 2018**.*

Signed..... (Parent/Guardian) Date:

Please return this permission slip, and attached medical form to reception, by Friday 16th February.

Principal: Mr D Watts B.Ed MA

The Queen Elizabeth Academy, Witherley Road, Atherstone, Warwickshire, CV9 1LZ

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