



# Padgate Academy

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Principal: Mrs M Barclay Bsc (Hons) NPQH

Ref: RPE/MSI

9<sup>th</sup> June 2021

Dear Friends of Padgate Academy

## Mock Interview Volunteers – Monday 15<sup>th</sup> July 2021

I am writing to ask for your help in finding people to support a mock interview event for our year 10 students. This will prepare them for future interviews for colleges, universities and employment.

To run this event, we need the support of people with experience of being an interviewer. It maybe that you have experience of conducting interviews yourself or that you have a friend, colleague or employer who may be able to support us with this event.

Interviews would last up to 15 minutes per student followed by up to 5 minutes feedback on their performance and how they might improve. The event will run from 08:50 to 15.05 and we hope that volunteers may be able to offer up to 5 hours of their time. We recognise that people are busy and may not be able to be with us for the full day. If you are able to join us for the full day or part of the day we would be grateful for your time.

It is intended that the interviews will be face to face at school but they may be conducted via Zoom if Covid restrictions prevent this from happening.

Refreshments and lunch will be provided for our guests.

If you or someone you know is able to support us with this event please contact me via email: [reperry@padgateacademy.co.uk](mailto:reperry@padgateacademy.co.uk).

Yours sincerely

Mr R. E. Perry  
Careers Leader