

**To Parents of Pupils in Year 11**

September 2011

Dear Parents

**Preview Career Selection Programme 2011**

This year we have decided to offer all members of Year 11 an opportunity to take part in a career selection programme – Preview. The enclosed brochure outlines the main features of the programme and emphasises the need for greater awareness of careers factors and for the need for a sound academic base. All pupils do better when they can plan ahead and when the relevance of their schoolwork to Higher Education entrance requirements and to their future progression or job is properly understood.

The Preview programme should prove valuable in introducing new ideas for your son/daughter to consider. The cost is £50.00, which includes a personal report and a copy of the ‘Trotman Careers Directory’. This Directory has been compiled by Cambridge Occupational Analysts and been designed to aid research and family discussion. A brochure is provided for the students to make their own investigations and the book contains a website address for each career. The whole package will be integrated into this School’s own careers advisory programme and Mrs Rider will work individually with your son/daughter to consider the report.

Payment for this Preview programme may be made through the ParentPay system, and must be received by no later than **Friday 16 September 2011**. To make your payment simply login to your son’s/daughter’s account on the ParentPay website ([www.parentpay.com](http://www.parentpay.com)) and under the ‘My Payment Items’ menu select “Preview Career Selection Programme 2011” and follow the payment instructions. You may use your debit or credit card to pay for this service. Should you have any problems using the ParentPay system, please contact the school via [parentpay@claremont.surrey.sch.uk](mailto:parentpay@claremont.surrey.sch.uk) or the ParentPay helpline and your enquiry will receive prompt attention.

Please return the slip below to Mrs Rider by Friday 16 September 2011.

Yours sincerely

Mr J Insall-Reid  
Head of Senior School

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**To: Mrs P Rider**

**Preview Career Selection Programme 2011**

I do/do not wish to enter my son/daughter for the Preview Careers Selection Programme

Pupil’s name: ..... Tutor group: .....

Parent’s signature: ..... Date: .....