

17<sup>th</sup> November 2022

Dear Parents and Year 10, 11, 12, 13 Students

**External Careers Adviser 1:1 Guidance session sign-up**

**Tuesday 29<sup>th</sup> November (during the school day) and Thursday 1<sup>st</sup> December (during the school day)  
In the Careers Office (back of the Library)**

I am the School's new Careers Lead and I will be working to ensure that all our students have access to a vast array of information and opportunities regarding careers in order to help them make informed choices and to prepare them for the world of work.

We are very fortunate to welcome an external Careers Adviser, Mrs Jina Basra, into school on Tuesday 29<sup>th</sup> November and Thursday 1<sup>st</sup> December. Mrs Basra has extensive experience in working with pupils from grammar schools in Bucks and is very well placed to provide information and guidance.

These sessions will be optional, on a first-come, first-served basis as we only have limited availability.

If you feel your child would benefit from a 1:1 appointment, please ask them to complete [this](#) form.

These appointments will take place in the Careers Office (at the back of the Library), during the school day. If allocated a slot, your child will be emailed a Calendar invitation which they should accept.

Students: you should only sign up for a slot if you haven't had an appointment in the last 6 months and also if you are certain that you have no other activity that you are committed to on the day. No-shows will mean a wasted appointment that could have been used by another pupil needing it so please encourage your child to use the service if they are signing up.

Many thanks for your support,

Kind regards

Mrs Sweta Thakrar  
Careers Lead  
[swt@rgshw.com](mailto:swt@rgshw.com)