



**THE  
BURGESS HILL  
ACADEMY**

Our Ref: LDN/Apprenticeship Workshop

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Principal: Jon Francies

17<sup>th</sup> January 2018

Dear Parent/Carer,

**Apprenticeship Workshop – Thursday 8<sup>th</sup> February**

Further to my email prior to Christmas, I am pleased to confirm that subject to interest, I have arranged for a Parent/Student Information Workshop on Apprenticeships to be held on Thursday 8<sup>th</sup> February at 5.30pm.

This workshop aims to provide parents, carers and students with basic apprenticeship information – covering who apprenticeships are for, how an apprenticeship is different from college, a day in the life of an apprentice, what jobs you can get apprenticeships in and how to find one. This session will specifically target some of the reservations parents might have about apprenticeships, offer the opportunity of a Q&A and include personal testimony from an Apprentice Ambassador where possible.

In order for this workshop to run, could you please confirm your attendance by completing and returning the attached reply slip to me by Tuesday 30<sup>th</sup> January.

If you have any questions regarding this workshop, please do not hesitate to contact me by email at [ldorgan@tbha.org.uk](mailto:ldorgan@tbha.org.uk).

Yours sincerely,

Mrs L. Dorgan  
Widening Participation Co-ordinator



The Burgess Hill Academy                                  Reply Slip  
Please return to Mrs Dorgan by Tuesday 30<sup>th</sup> January

LDN

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I wish to attend the Apprenticeship Workshop, please reserve me ..... seats.

Student Name: .....

Signed .....

Date .....

