



6<sup>th</sup> February 2026

Dear Parent/Carer,

On Thursday 5<sup>th</sup> March 2026 all Year 10 students will be undertaking a mock interview with a business person from the Harlow community.

During an i-Future lesson students have been given the opportunity to complete their curriculum vitae, which have been made as realistic as possible. These CVs will be given to the interviewers prior to the interviews taking place on the school premises.

During the interview, students will be asked questions relating to their CVs.

On the day of the interview, students will be permitted to be out of school uniform. However, if they do not have suitable formal attire for an interview, then they must wear school uniform. Suitable attire for boys is trousers, shirt, and tie. Suitable attire for girls is a dress, trousers or skirt (of an acceptable length), and blouse. No jeans or hoodies should be worn, and don't forget suitable shoes or trainers that are acceptable for school. We do not expect students to go out and purchase an outfit especially for the mock interviews as uniform is equally smart.

If there are any questions regarding the mock interviews, please call me at the school.

Yours faithfully,

Mrs. Tammy Bassett  
Careers Co-ordinator