



Lister Community School
St Mary's Rd, Plaistow, London, E13 9AE

Mr Anthony Wilson, Headteacher
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18 June 2015

Dear Students, Parents & Carers,

RE: World of Work Week (22-26 June 2015)

As a school, we are obliged to provide our students with careers education, information advice and guidance. For Year 10 students this takes the form of **World of Work Week**, a 5-day programme of employment and further education activities and experiences, designed to develop key employability skills and provide students with a taste of life after Lister.

WOW Week Programme

The programme for the week is as follows:

Day	Activity	Venue
Mon	Launch Assembly & Actorshop Workshops	School
Tues/Weds/Thurs	<i>EITHER</i> Team Challenge Day <i>OR</i> Barclays Life Skills <i>OR</i> College, University or Careers Visit	Mile End Park / Victoria Park Howard Street Centre Various Venues
Fri	CV & Interview Skills Workshops Celebration Assembly	School

As you can see, the programme for World of Work Week has been created to give every student a broad range of experiences. During the launch assembly on **Monday 22 June** all students will receive a personalised itinerary for the week.

Dress Code

Students are **NOT** expected to wear school uniform during World of Work Week. Instead, they should attend in **appropriate business dress**.

Males	Females
Suit Smart Trousers (NO jeans/chinos) Shirt & Tie Smart Shoes (NO trainers)	Suit Dress/Skirt Blouse Smart Shoes (NO high heels)
<i>No excessive jewellery and/or make-up should be worn</i>	

The only exception to the guidelines set out overleaf will be the Team Challenge Day, when students will be required to wear casual clothes which they do not mind getting dirty (further details of what to wear for the Team Challenge will be issued on Monday).

Lunches/Snacks

Whilst participating in the Team Challenge Days, or the College, University and Careers Visits, students will require a packed lunch (a packed lunch will be provided for those students entitled to Free School Meals). There will be **NO** opportunity to purchase food or snacks whilst on any of the visits.

Further Information

At the launch assembly on Monday 22 June, all students will be provided with a guide to the week which includes more detailed information on each of the experiences they will participate in. The guide will also contain a number of follow-up and reflection activities to be completed at the end of each day.

If you have any questions/queries relating to any of the information outlined above, please do not hesitate to contact the Careers Team.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'S Beck', with a horizontal line extending to the right.

Simon Beck

Assistant Headteacher – Enrichment & External Partnerships