



September 2022

Dear Parent/Guardian

INTERVIEWS WITH DfE CAREERS SERVICE

All pupils in Year 12 are offered a one-to-one interview with a Careers Adviser from the Department for the Economy's Careers Service as part of its programme of careers education and guidance. This interview, which usually lasts 20-30 minutes, provides pupils with important information, advice and guidance to help them make informed choices about their future career paths. Each pupil receives a personalised digital career action plan following the interview.

You may be aware that over the past two years these interviews took place remotely due to restrictions in place during the pandemic. We are pleased to report that interviews are again being delivered in person. Every pupil in Year 12 will be scheduled for an interview over the course of this academic year, and this will take place during the school day, in the school building.

In order to access these interviews, pupils must apply through the DfE online portal, and they have been sent an invitation via their C2K school email addresses. Pupils have been given time to complete the application during Careers classes, but we ask you to check that your child has availed of this opportunity.

In some circumstances, the Careers Adviser may be unable to conduct in-person interviews, and contact may be required by telephone. For that reason, the Education Authority and the Department for the Economy have put in place a data sharing agreement to allow Careers Advisers to access contact details held by schools. This data is shared solely for the purpose of allowing DfE to discharge its statutory duties and a copy of the agreement can be provided upon request.

We consider the school's partnership with DfE to be highly worthwhile in providing our pupils with independent careers advice, and I trust this information is helpful to you in informing discussion with your child about their career planning.

Kind regards

Yours sincerely

Mr S Bond
Head of Careers

Mr R S McLoughlin
Principal