



Portlethen Academy
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11 January 2018

Dear Parent/Carer,

Portlethen Academy's annual Careers Fair is taking place on Thursday 01st February. All year groups will have the opportunity to peruse the presentations and stalls of over 35 local businesses, further and higher education institutions and career opportunities. Representatives will be present to share more information or answer any questions pupils may have.

Pupils in all year groups will have the opportunity to attend the Fair throughout the day accompanied by their class teachers.

This year, we would like to extend the opportunity to visit the Fair to parents of pupils and Primary 7 pupils. In order to try and manage this, I would appreciate if you are intending on coming to the Fair that you return the reply slip below, email me directly (kirsty.robertson@aberdeenshire.gov.uk) or phone the school office (01224 782174).

The times at which we would welcome parents are 09:35am until 10:20am (period 2 when S5/6 pupils will attend) or 2:45pm until 3:30pm (period 6 when S1 pupils will attend)

If you have any questions regarding this event, please do not hesitate to contact me at school on the email or phone number given above.

Yours sincerely

Kirsty Robertson
Acting Depute Head Teacher

Name of son/daughter: _____ Class: _____

Primary School (if appropriate): _____

I would like to attend the Careers Fair at the following time:

09:35am – 10:20am

2:45pm – 3:30pm

Parent signature: _____ Date: _____