

Monday 6th April 2020

Dear Parent/Carer,

My name is Melanie, I am employed by The Education Development Trust to deliver careers advice and guidance and deliver in a number of schools in Hillingdon. I have been working with Barnhill as their Independent Careers Advisor since 2016. Some of you will have met me at parents/information events.

My role is to offer students advice and guidance as to what steps they may need for take to follow a particular career path or what their next steps maybe post 16 and post 18. I am aware that in the current climate there is concern and uncertainty, and this is particularly true for the students about the transition to post 16 and post 18 education, apprenticeships or employment.

Even though I am unable to physically be in school at the moment I am still available to offer support and advice. Your young person can contact me via email, phone call and whats app. I am also happy to set up a skype call if that is a preference.

My details and availability are as follows.

Thursday and Friday between 8.30 and 3pm

Email – mkindley-deeks@educationdevelopmenttrust.com

Mobile Phone – 07391416233

Please do contact me if you think I can be of any assistance at this time.

Yours sincerely

Mrs Melanie Kindley-Deeks

Careers Adviser.