

North Halifax Grammar School

Living to Learn | Learning to Live

T: 01422 244625 F: 01422 245237 mail@nhgs.co.uk www.nhgs.co.uk



March 2019

Dear Sir or Madam

You should receive this form along with a letter from North Halifax Grammar School and an application for a Career Development Placement from one of our students. If you are able to offer this student a placement, I would appreciate it if you would complete the information below and email to L.Manley@nhgs.co.uk as soon as possible.

CAREER DEVELOPMENT PLACEMENT ACCEPTANCE

Name of Organisation

Contact Name

Address

Telephone No.

Email Address

I/We confirm I/we are prepared to accept a student for their Career Development Placement
From 30th September to 4th October 2019

Name of student

Please confirm whether you have appropriate Employers Public Liability Insurance (if you have appropriate insurance in place I should be grateful if you would email a copy along with this form for our records)

.....
(Yes/No)

.....
(Signed)

.....
(Position in Company)

Yours sincerely

Louise Manley
School Organisation Manager

