



Dear Parent/Guardian

Year 10 Work Experience week 27th June 2022 - 1st July 2022

Work experience week is fast approaching, and I wanted to give you an update before we break up for half term.

Face to face Work Experience

We have 78 students who have found an employer and are hoping to do the 1-week work experience. Some forms are still outstanding, and I have asked pupils to remind employers & parents to complete the necessary paperwork asap. Please remember if the employer does not have the following in place the placement cannot go ahead.

1. Employer Liability Insurance
2. An up-to-date H&S policy & Risk assessment
3. A DBS (if they have stated they may be working alone with a student)

After half term students will be having lessons on preparing for work experience, this will include 'Health & Safety in the workplace' & 'How to behave in the workplace'. We encourage that students contact their employer the week before they start placement to confirm important information such as, start time, dress code, lunch arrangements.

Virtual Work Experience

Students who are not going out on placement for the week are expected to be in school as normal. They will have normal taught lessons but will also take part in some virtual work experience and employer workshops. Students have chosen which virtual work experience they would like to take part in, the sectors on offer are.

1. Digital Tech (including games design)
2. Business/Finance/IT
3. Construction/Engineering
4. NHS/Social Care
5. Uniformed Services (Police/Army/Ambulance/Fire)
6. General



Following on from the virtual work experience, students will take part in a face-to-face employer workshop/session - this will give them more of an insight into different job roles/qualifications needed and progression routes.

We hope that whichever work experience your child has opted for that they enjoy the experience and learn from it.

If you have any questions or queries about any of the above, please do not hesitate to contact me.

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