

Ref: AW/KS

February 2020

Dear parents and carers

Year 10 Work Experience: Monday 6th July - Friday 10th July 2020

During the summer term, Year 10 students will have the opportunity to complete a work experience placement. The principal objective is to gain a valuable insight into the 'world of work' and associated responsibilities; it is not imperative that placements link directly to occupations that students are specifically interested in, however this would be a bonus.

Students will have the opportunity to work with an employer for one week; this will be unpaid. During their placement, students will find out more about the demands of the workplace and the interpersonal skills required to be successful in this environment. They will work alongside other employees and see how fundamental responsibilities such as good attendance, timekeeping, adhering to protocol and teamwork are all significant. Work experience can also benefit students who are unsure about what sort of career path they might like to pursue in the future. They can gain information about what employers look for in potential employees and how the subjects they study at school link both directly and indirectly to certain occupations. It may also provoke thought about prospective jobs not previously considered; students can then get an idea of the skills and grades needed to help inform their future plans.

All placements are subject to approval and agreement by the school and must have parental consent. Placements will carry different levels of Health & Safety risk and those that the school deem to carry a high risk may be unsuitable for students. All potential companies will need to provide their Employer Liability Insurance details and a copy of their risk assessment. Once received, the next step will be to complete a parental consent form.

Students **not** taking part in work experience **will attend** school and follow the normal school timetable.

Please do not hesitate to contact me if you require any further information or have any questions.

Yours sincerely



Mrs A Walden
Head of Sixth Form KS5



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Stowupland safeguards and promotes the welfare of students and requires all staff and visitors to share this commitment.