



JRi/DE

14 September 2022

Dear Year 10 Parent/Carer

Year 10 Work Experience Opportunity

By investing time in finding the right work experience placement, students better understand the realities of their ideal career and are able to make better choices after their GCSEs.

The Benefits of Work Experience

- Gain insight into the world of work
- Develops skills
- Can learn more than in the classroom
- It adds to their CV
- Helps give them confidence
- Helps them in interviews
- They can make useful contacts to help get a future job
- Helps them to work out what they like and don't like
- It gives them exposure to management
- Gives them practical knowledge
- Increases their motivation to do well
- It puts school/college into perspective

Students are able to arrange work experience at any time throughout the year in order to secure the most beneficial placements. They must however check with all of their teachers first to ensure that they aren't missing anything crucially important before agreeing dates with the employer. Previous feedback has been overwhelmingly positive for this approach, with the only concern being the amount of effort required to catch up on work missed when a week is taken off during term time.

For those preferring not to take a week out of term time, they can use holiday time or Timetable Suspension Week: 3rd – 7th July 2023 (no classes are taught during this week which is used for enrichment activities) for their placement.

For those who have successfully completed their work experience or have their work experience placements confirmed by the end of June 2023, there will be a number of challenges set for them to complete whilst they are at home during timetable suspension week (details will be given out nearer the time). For those that have been unable to secure a placement they will need to attend 3 full days of Careers related learning from the 5th- 7th July 2023 in school.

Cont

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So, it's time to start helping your son/daughter to think about where they would like to go. Please **try to avoid a placement with immediate family** as this limits the benefits of work experience. Students are expected to phone, email or write to their ideal place of work to ask if they would accept them for a week. A key part of this experience is for your son/daughter to take responsibility for engaging with the world of work, so please encourage them to search for a suitable place and make contact themselves.

Your support to them in this process however is vital. The internet is a good starting point for searching for employers, and finding contact details. Please help them to consider transport arrangements (at their cost) when identifying possible placements. Please also encourage them to aim high. Whilst some industries are difficult to get into, a confident, determined and professional student, who is willing to be flexible, will almost certainly receive a warmer response.

This year we have made the move to administer work experience online through Unifrog, using their work placement tool. Parents will be emailed to ask for their permission for the placement to take place. To learn more about the process and watch a demonstration video please go onto the school website: Our School, Careers Years 7 – 13, Work Experience. There is also a leaflet with some suggested wording that can be used for contacting employers.

We appreciate that finding placements can be difficult and that some parents may not have access to an email address, should you need any help in this respect please contact myself via phone or email (please see details below). There are also good virtual work experiences available to students who cannot find a placement e.g. through a company called Springpod.

Our hope is that all students find a valuable placement that will help them make informed decisions about their future.

Yours sincerely



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Careers Co-ordinator

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Please sign up to our Careers Facebook Page, search for Dene Magna Careers