



JR/DE

17<sup>th</sup> October 2023

Dear Year 10 Parent/Carer

## **Year 10 Work Experience Opportunity**

Next Monday, 25.10.23, your son/daughter will be attending a session to launch our work experience programme.

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
- It enhances their applications and 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 yellow weeks, holiday time or Timetable Suspension Week: 1st – 7<sup>th</sup> July 2024 (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 2024, 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 3rd- 5<sup>th</sup> July 2024 in school.

Mitcheldean, Gloucestershire, GL17 0DU  
website: [www.denemagna.gloucs.sch.uk](http://www.denemagna.gloucs.sch.uk)

Tel: 01594 542370 Fax: 01594 544862  
email: [reception@denemagna.gloucs.sch.uk](mailto:reception@denemagna.gloucs.sch.uk)

**Deputy Headteacher: Fred Mitchell**

Company registered in England at Abenhall Road, Mitcheldean, Glos, GL17 0DU. Company number 7695544



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. Some suggested wording can be found in our Work Experience Guide on the Work Experience page on the school Website.

Your support to them in this process 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.

We 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. **All work experience must be approved on Unifrog before they attend.**

We appreciate that finding placements can be difficult, 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 Springpod and Speakers for Schools.

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

Yours sincerely

Jo Rich  
Careers Lead  
[j.rich@denemagna.gloucs.sch.uk](mailto:j.rich@denemagna.gloucs.sch.uk)  
Tel: 07490 392146

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