

October 2018

Dear Parent/Carer,

Year 10 Work experience: Monday 24 June – Friday 28 June 2019

During the next week your child will receive a blue work experience booklet giving guidance on organising a placement of his/her choice and a login for Veryan Webview, a database of placements which have been used previously by local schools. He/she will also attend an assembly on Wednesday 3 October giving information about the scheme.

The aims of the scheme are to give your child knowledge of an occupational area and to help develop an awareness of the skills needed to be successful at work.

Details of how to find a placement and the paperwork required is contained in the booklet, although I would like to take this opportunity to mention the following:-

- The **deadline of 11th January 2019** may seem very early but all placements need to be health & safety checked – this can take a few months to arrange so it is important to keep to the deadlines in the booklet to avoid disappointment.
- It can be difficult for us to arrange health & safety checks for placements beyond the local area (i.e. outside Somerset/North Somerset) so local placements are much preferred. **Some 'out of area' placements attract substantial additional health and safety checks fees (up to £50) which the school cannot meet and we would need to ask you to pay.** Please contact me to discuss if your child wishes to go further afield.
- Finding a placement can be a frustrating process with inevitable disappointments; however, it does help to demonstrate the reality of the employment market. Our advice is to start the search as soon as possible and be prepared to persevere. Do please encourage your child to ask for help if it is required.

I would ask your support in encouraging your child to take advantage of the break at half term to start approaching employers. We have 250 students to place this year and we are in competition with other schools for placements so it is advisable to act quickly to secure a first choice placement and to avoid disappointment.

Should you have any questions or wish to discuss any issues with me do please make contact.

Please ensure that you bring any medical condition or special requirements which would affect your child's placement to our attention as soon as possible.

Yours faithfully,



Dr Lisa Hall, Careers & Sixth Form Adviser & Work-Related Learning Co-ordinator