

9 November 2022

Dear Parent/Carer

Year 10 Work Experience: Monday 26 June – Friday 30 June 2023

Following the Focus Day held in September, your child will have received 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.

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 7 January 2023** may seem very early but all placements need to be health and safety checked – this can take a few months to arrange so it is important to keep to the deadlines to avoid disappointment.
- It can be difficult for us to arrange health and 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 start approaching employers. We have over 280 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.

If you have any questions, please contact me on SDevlin@kowessex.co.uk.

A copy of the work experience guide and all forms is available on the school website [here](#).

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 sincerely



Mrs S Devlin
Employability Co-ordinator