



21 November 2023

Dear Parent / Carer,

Work Experience 8 – 12 July 2024

As part of our careers programme we are excited to launch our work experience programme which takes place from **Monday 8 July to Friday 12 July 2024**.

Last week we welcomed NYBEP (a Business and Education Partnership covering Yorkshire, Humber and the North East) with whom we partner to deliver work experience. They launched the Work Experience process with students in assembly.

Benefits of Work Experience

Work experience provides an excellent opportunity for students to gain an insight into the working world, develop important employability skills and boost their confidence. Employers often refer to the value of transferable skills like communication, the ability to work in a team, motivation and using your initiative, which work experience, in any setting, will give them.

How NYBEP support students and parents:

- They work with all students to secure a placement to enrich their learning, develop key skills and support career decisions.
- They complete the Young Person's Risk Assessment prior to the students starting their placement.
- Additional resources can be found <https://padlet.com/NYBEP/74s0nIncsc4v7ut8>
- Password KCz23!72
- They provide an App called ConnectEd where all planning, risk assessing and completing of work experience is done. **Students' will receive an invitation to download the app through their Google Classroom account and can either use the app or online portal via a QR code supplied through form time.**

Information Event for Parents / Carers

An information evening will be held on **Tuesday 5 December 2023 at Carleton High School from 4.00pm to 5.00pm** with representatives from NYBEP for parents and carers, to ensure that you are fully aware of the process and how best to support your child with their placement. We know from experience that your support and involvement is vital in ensuring your child has the best possible experience on their work placement.

Consent and Confirmation of Attendance at Information Event

As placements are secured we need parental / carer consent to keep you up to date with the planning process. **Please can we ask you give your consent for your child to participate in work experience this can be done via the MCAS by going to the 'Clubs' section.** The deadline for this is **Friday 1 December 2023**.

By giving your consent you are also confirming your attendance at the Information Event at Carleton High School.

Thank you for your support in preparing your child for work experience. It is an excellent opportunity to shape their perception of the world of work and hopefully inspire their future career pathways.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'ep helan', with a horizontal line underneath the signature.

Mrs E Phelan
Assistant Headteacher