



17 January 2024

Dear Parent/Carer,

Work Experience Placement

Following last term's launch, we hope that Year 10 students have begun researching to secure a work experience placement. This is a very exciting and rewarding opportunity for our students.

Benefits of Work Experience

Through work experience students gain an insight into the working world, develop important skills and boost their confidence. Some students may wish to work in an area that interests them, but it is not always important that the placement exactly mirrors career aspirations. Employers often refer to the transferable skills that young people need to develop, therefore, it is often more valuable to consider the type of working environment and the skills they wish to develop such as communication skills, ability to work in a team and motivation.

To confirm, work experience will take place from **Monday 8 July to Thursday 11 July 2024**. Students are tasked with securing a 4-day placement within this week, Monday to Thursday, with Friday being a 'reflection' day back in school.

How to find a Work Experience Placement

A great starting point is to look on the following Padlet Page in the Student/Parents/Carers section. There are lots of top tips, videos and information about work experience. Please use the following link and password details:

Padlet Page: <https://padlet.com/NYBEP/74s0nIncsc4v7ut8>
Password: KCz23!72

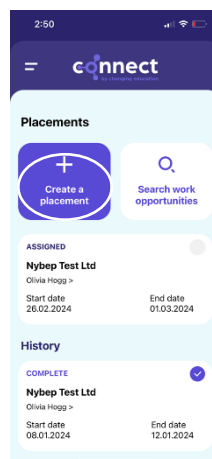
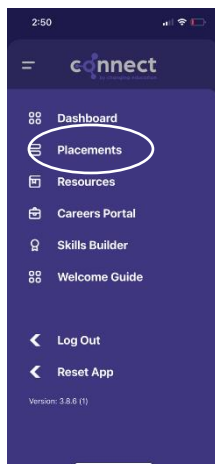
The following resources are useful when finding work experience:

- Ask friends and family to see if they know any local employers or businesses that may be able to help.
- An internet search researching businesses in the type of work that you would like to try is also likely to bring up a number of potential placement opportunities.
- Search for opportunities and contacts on social media.
- Our Careers Advisor in school knows of employers who have worked with us previously or may be able to point you in the direction of the best places to look. Please email Ms Chapman via admin@kings.patrust.org.uk for further information and support.
- All students have been made part of a Google Classroom where all presentations, resources, helpful videos and tips will be shared. The Google Classroom code is: hsqscg4.
- Please make sure that you have given parent/carers consent via the MCAS app for your child to participate in a work experience placement by Friday 2 February 2024.

What to do once a Work Experience Placement has been secured

Please let us know that a placement has been secured by recording this information on the ConnectED App or web browser

1. Upload the details on the ConnectED app. Students have been given QR codes to access this.



Without this confirmation, students will not able to start their placement.

Next Steps

Once we have a record of your child's work experience placement, NYBEP (an Education Business Partnership covering Yorkshire and the North East) will contact all employers and complete the relevant Health & Safety visits and Young Person's Risk Assessments prior to the placement. In order for this to be completed, please make sure forms/app updates are submitted by **Friday 8 March 2024**.

Finally, thank you for your support in preparing for work experience. It is an excellent opportunity to shape a young person's perception of the world of work. If you have any queries please do not hesitate to contact me via admin@kings.patrust.org.uk.

Yours faithfully,



Mrs E Phelan
Assistant Headteacher