



Our Ref: TJJ/MRM/AT/WEX2017

17th October 2017

Dear Parents/ Carers

YEAR 10 WORK EXPERIENCE 2017 | 2018

Our Year 10 students completed their work experience placements last July, which for the most part, they thoroughly enjoyed. Although this is still some months away for your son/daughter, we wanted to write and tell you a little more about it now.

The opportunity to spend a week on work experience is something that we consider extremely valuable at Rednock School. For some years now, employers have been asking schools to raise the profile of work related learning and to stress the importance of young people learning about the world of work. A work experience placement allows them to gain first-hand knowledge and a valuable insight into working practices.

However, in order for your son/daughter to get the most out of their placement they really do need to start to plan now, which is why we are writing to you.

It is important for them to start to give some thought to the area of work that they would like to be in. They are unlikely to spend a week actually doing a job that they want to pursue as a career, but, they can look for an experience in a field that interests them – whether that be working with animals, care work, retail, finance, construction, fashion, etc. In this way, they are likely to get some experience of a range of jobs within that particular industry. Sometimes students return enthused, sometimes they return and decide that it is not for them – this is still a valuable learning experience!

Having decided on the type of business/industry that interests them, they then need to start to look at the surrounding area and firms that they might approach to request a placement.

They must not expect to be accepted by their first choice of establishment. Frequently students send out many requests and receive many disappointing letters in return. It is important not to be downhearted but to keep trying. Students can look for ideas of companies to contact by checking on the year 10 noticeboard. This will show a list of employers who supported the school last year in taking a work experience placement.

Please note that when considering where to apply for work experience placements, please can I advise that within County is preferable. If your son/daughter wishes to take advantage of an offer, which takes them out of Gloucestershire, the **costs of a health & safety would need to be borne by the parents** – this can be at an extra cost of £60 upwards. There may also be a charge for those placements that are considered by our Risk Assessor to be a high risk placement and would need a separate visit: parents will be notified in advance of any charges.

This year's dates for work experience are as follows:

Left Population: Monday 2nd July – Friday 6th July 2018

Right Population: Monday 9th July – Friday 13th July 2018

PTO:

Head Teacher: David Alexander, BA (Hons); MSc

The important thing is to begin now. Please can we urge you to encourage your son/daughter to start writing to employers as soon as possible, so that they are all able to benefit from a positive work experience placement.

I have attached a work placement form for you to start completing with your son/daughter once a placement has been agreed. **It is very important that this form is completed and returned to Main Reception by Friday 26th January 2018** as we have to pass these on for a thorough health and safety check, six months prior to their work experience placement preferably.

Further copies of these work placement forms will also be available to download from the school website.

If you have any queries about work experience, please contact Mr Justice (Head of Careers) or Mrs Traynor in the Admin Office.

Yours sincerely



Mr T Justice
Head of CEIAG



Mr M Merriman
Associate Assistant Head Teacher

Head Teacher: David Alexander, BA (Hons); MSc

