



‘Through venture grows success’

In Year 10 you will have the opportunity to complete a week of work experience:

Monday 15th – Tuesday 23rd July 2024

*This session will provide you with an overview of work experience
and useful information to help you find a placement*

<https://www.youtube.com/watch?v=o2F4bZX2yUg>

https://www.youtube.com/watch?v=hmk_-bOceC0



Why Work Experience?

Work experience is not just about finding a career or deciding on your next steps, its much more than this:

- Increase self confidence & understanding, maturity, independence
- Experience and understanding of the world of work: the demands and expectations
- Opportunities to develop work related competencies and acquire employability skills
- Explore potential career options
- An insight into the diversity of employees in the workplace
- A better understanding of how the school curriculum can help prepare you for work
- Increased motivation for your next steps in education or the work place
- Enhanced opportunities for part-time employment and/or references for future education or work applications



Essential Skills for life

On your placement you will have the opportunity to develop essential skills for life:

Communication

Problem Solving

Creativity & Adaptability

Staying Positive

Aiming High

Leadership

Teamwork

Personal Presentation

Integrity (honesty)

Emotional Intelligence (the ability to manage both your own emotions and understand the emotions of people around you)



Types of placement

There are many employment sectors to investigate through work experience:

Administration

Architecture

Business & Finance

Construction & Trades

Environmental

Hospitality & Food

Medicine/Dentistry

Science & Research

Agriculture & Horticulture

Art/Design

Computing, Technology & Digital

Emergency & Uniformed Service

Hair & Beauty

Law & Legal

Performing Arts

Social Care

Teaching & Education

Animal Care

Beauty & Wellbeing

Creative & Media

Engineering

Healthcare

Manufacturing

Retail & Sales

Sports & Leisure

Veterinary



Finding a placement

Use all resources available to you:

- *Online searches*
- *Company websites*
- *Personal contacts*
- *Door to door drop in*



The Process

Pupil responsibilities:

- Find a placement
- Complete agreement and consent forms (available on the school website)
- Return completed forms to Mrs Turner, Work Experience Co-ordinator
- **Deadline for finding a placement and returning forms: Wednesday 31st January 2024, although you are encouraged to do this anytime from now**
- Contact your placement host six weeks before you are due to start to confirm details and if required arrange a pre-placement visit

School responsibilities:

- Health & Safety checks
- Placement approval
- Support if your placement falls through



Things for you to do once you have secured a placement:

- Research your employer (to show interest and knowledge at interview and/or when you begin your placement)
- Be flexible if things do not go to plan and keep positive
- Confirm your attendance six weeks before your placement begins
- Arrange a pre-placement interview/visit



Please see Mrs Turner if you have any questions

Good luck!