

Work Experience

All Year 10 and Year 12 students have the opportunity to participate in a work experience placement during the summer term. Students are supported in organising their placement through guidance from their Careers Leader, Year Leader, form tutor, and via the Unifrog online careers platform. Placements allow students to gain valuable insight into the world of work, develop transferable skills, and explore potential career pathways.

What is work experience?

Work experience is an opportunity for students to visit a place of work and learn about a work based environment. It does not necessarily have to be connected to what you want to become but can also help inform and give vital experience when making decisions on future career choices.

When is Work Experience?

Year 10 – 18th – 22nd May

Year 12 – 4th – 7th July

Next Steps

For students to take part in a work placement, here are the next steps:

- Students can start researching a placement and approaching employers.
- Students will be given support during Aspire lessons about in school about how to contact employers.
- Once a placement has been agreed by an employer students should login to their Unifrog account and go to the **Placements** tool. Students should then start a new placement and complete the 'Student Initial Form'. This will then start the process to approving the Work Placement. The letter to parents below gives an overview of the process using Unifrog.
- Health & Safety details need to be recorded before students can start their placement. The earlier that the 'Student Initial Form' is completed, then this process can start immediately. The final deadline for creating a new placement on Unifrog to allow a student to take part in the Work Experience week is week commencing 9th March – for all students
- More information will be given to students to help prepare for their placement in the lead up to the Work Experience week.