Dear Parent/Guardian,

**Re: KS5 Work Experience 10/7/17- 14/7/17**

In 2011 the Wolf Report recommended that schools move work experience from year 10 to year 12 for a number of reasons:

* To provide a more career focused experience for students once they had made decisions about their post 16 education
* The implementation of the RPA (raising of the participation age to 18) meant that all students would be able to take advantage of work experience in year 12

We would like to offer all of our year 12 students the opportunity to complete a week of relevant work experience during the week commencing 10/7/17. We have learned from past experience that work experience works best when students arrange their own placement as it is more likely to reflect their interests and be relevant to their future plans.

We would therefore urge your sons/daughters to use any existing personal contacts or to research the sector they are interested in and try to establish their own contacts. However, we realize that some students will find this difficult and our careers officer will be available to offer practical support to any student who wishes to participate but does not have relevant contacts.

The following support sessions will take place after the Christmas break:

* Tuesday 10th January, period 5 – room to be advised
* Tuesday 24th January, period 5 – room to be advised

The proposed placement should be relevant to the students’ future plans, be they to continue in education at degree level or to progress into full time employment or an apprenticeship. There is a charge to the school for the Health and Safety checks required for each placement (in past years up to £60 per placement). We will try to cover these costs in full but if we have a large number of applicants we may have to ask for a contribution from each student.

This is an excellent opportunity for students to develop the skills they need to be successful at interview. They will gain experience that will be relevant to their field of interest and will also be a useful addition to their CV. For students intending to make an application to university, relevant experience will enable them to write a personal statement that stands out from the crowd. For some professional courses, such as health related or teaching courses, it is essential.

If your son/daughter is interested in participating in KS5 work experience, please could you complete and return the attached form and return it to the 6th form office by Friday 9th December 2016.

Mr. P. Whitehouse

Post 16 Leader.

**KS5 Work Experience 10/7/17 – 14/7/17**

Student Name:…………………………………………………………..

Tutor Group:………………………………………………………………

Parent email address: ………………………………………………….

Student email address: ………………………………………………..

\*\* All communications and application forms will be sent via email. Please indicate if you do not have access to email so we can send paper copies.

Please tick the box/es that apply:

I **do** wish to participate in work experience

I would also like support to find my own placement

Student signature:……………………………………………………..

Parent signature:……………………………………………………….

Date:

Please return to the 6th form office by Friday 9th December