



Backwell School

An Ofsted Outstanding School
A National Teaching School

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Headteacher: Jon Nunes MA

September 2019

Dear Parents/Carers

Year 10 Work Experience 15 - 19 June 2020

As mentioned during the parents' information evening and in year group assemblies, students in Year 10 will be completing compulsory work experience this academic year. We believe work experience can be a very beneficial experience for young people and a chance to investigate the world of work generally or a career path in which they are particularly interested. During the week students will work for the full five days (Monday to Friday) within a work based setting and in a placement that they have organised.

With this in mind students are expected to find and secure their own placements. We appreciate that, for many students, this may be an overwhelming task and therefore we will assist them as much as we possibly can.

Enclosed with this letter please find the following documents:

1. A parental guide for supporting students during the process
2. A green instruction sheet detailing how to access the online search facility
3. A yellow work placement form (please complete and return as soon as possible)

These have been sent in order to help support students and their families start the process of securing a work experience placement. The information will also be available on the website.

It would be extremely helpful if you could give as much encouragement as possible to ensure that students find a placement at the earliest opportunity. Popular placements tend to be taken by Christmas and some other placements such as medical and media based industries can be very hard to secure. The online search facility gives access to a large number of potential employers, and students and families are encouraged to make use of this and any of their own contacts. Please see the enclosed work experience guide for final deadline dates but due to high demand it is advisable to aim to have a placement secured by Christmas 2019.

Please note you can apply to any employer. All placements require a Duty of Care check which the school will organise. Please see the enclosed guide for essential deadline information.

If you have any further questions please contact Mrs Robinson at the school.

Yours faithfully

Rose Haywood
Assistant Headteacher