

December 2025

Dear Parent/Carer

## Year 10 Work Experience – Monday 6<sup>th</sup> – Friday 10<sup>th</sup> July 2026

I am writing to announce the fantastic news that your child will be participating in work experience in the Summer Term 2026. They may have already started discussing this with you.

### Aims of Work Experience

- To help students discover a sense of their own skills, talents, interests and aspirations within the context of work
- To give students an opportunity to gain first-hand experience of typical working conditions, including health and safety, employer expectations and the rights and responsibilities of both employers and employees
- To give students an understanding of why public and private organisations are important for the wealth and welfare of the country and to discover how they are organised
- To give students an insight into the changing nature of work; and the current and prospective local labour market situation
- For students to gain an understanding of adult working relationships and to develop a sense of responsibility
- To help students explore the link between school and the key skills which are needed in working life
- To give students a chance to find out first-hand about jobs and careers

We are teaming up with EBP South to offer a quality, in-person work experience that is both appropriate and safe, including suitability checks for those wishing to pursue their own placements as well as a data base of businesses to explore and choose from. For further information regarding EBP work experience please visit <https://www.ebpsouth.co.uk/work-experience>.

We recognise that academic performance and character building go hand in hand and that career related opportunities help to open doors to young people's futures. Work experience is one way in which we aim to achieve this, and I hope that you give it your full support.

Work experience is calendared for one week commencing Monday 6<sup>th</sup> to Friday 10<sup>th</sup> July 2026. Your child will spend the week immersing themselves in the routines of employment gaining invaluable experience, knowledge and skills. They will have to use many interpersonal and employability skills to make the very best of this opportunity which without doubt will serve them well as they plan for post-16 choices in 2027. Given its importance there is a requirement for all students to attend and take part.

In preparation, we have held an assembly introducing work experience followed by supporting workshops to help guide your child through the complete process of identifying suitable placements.

Your support is always very much appreciated, and I trust you see this as a worthwhile experience. Please can you support your child in finding a suitable work experience placement either by talking to family,

**Aspire**

**Believe**

**Achieve**

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friends or local businesses to secure an 'own placement' or alternatively, to encourage your child to navigate the EBP database and make an application. Your child was given login details for the EBP database during their workshop.

If your child is wishing to pursue an own placement, they should collect an own placement form from Main Reception. This has also been emailed to them. This form needs to be completed by both the employer, you and your child before being returned to us. If your child is successful in securing a placement through the EBP platform, they will be issued with a consent form that will also require your signature before returning to us.

In previous years, students have felt disappointed when they haven't secured placements therefore, we recommend you begin the process of securing placements now. Several other local schools are also taking part in work experience at this time and therefore there will be competition for placements. The closing date for all applications is Friday **5<sup>th</sup> June 2026**.

There will be a work experience information evening on **Tuesday 13<sup>th</sup> January 2026** at 5.00pm in the library that you are invited to attend, further outlining the process. If you are interested or planning to attend, it would be great if you could please [click the link](#) and complete the Microsoft form to provide us with an idea on numbers.

If you have any questions prior to this, please don't hesitate to get in touch.

Yours faithfully



Mr S Robinson

Director Careers Education

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