

23rd October 2024

## **Re: 2025 Year 10 Work Experience week - 30th June - 4th July 2025**

Work Experience is an excellent opportunity for your child to be able to get an insight into the world of work. It's a competitive world we live in, so we encourage all our pupils to try and secure a placement as soon as possible, especially as we share the same dates as other schools in our local area. Pupils can seek placements by asking family and friends if there is a possibility of work experience opportunities where they work or asking companies in their local area. Last year we had pupils who enjoyed a wide range of different opportunities from local government, primary schools, libraries, to engineering, logistics, and retail companies.

**The deadline for completing the work experience form is the 4th of April 2025.** This deadline is necessary for school to ensure we have carried out all the necessary Employer checks.

I would also like to take this opportunity to make a correction regarding the Insurance needed for pupils on work experience placements.

**Employers Liability insurance is essential to ensure that pupils are protected during their placement as they are considered temporary employees under the law.**

**As Employer's Liability Insurance is a requirement by law, we would expect all our prospective work experience partners to provide protection under a suitable insurance policy. The school is aware that there are some very rare circumstances under which employer's liability insurance is not required, if you believe that this may be the case for your child's placement then please contact the school to discuss.**

Pupils who are unable to secure a work placement with a company could look for an alternative virtual work experience and details of this will be given to those pupils. Equally if pupils are struggling to find a suitable placement they can come and talk to me.

For any pupils who are unable to find work experience they will need to attend school during the work experience week and follow a curriculum programme. We would really like to see all pupils get the opportunity to have some work experience as this is a valuable opportunity to learn new skills.

Please complete the form using the link below when you have secured a placement.

[2025 Work Experience form Parent/carer](#)

Many thanks for your support in finding work experience placements.

Mrs. J. Shaw  
Head of Careers