Dear Parent/Carer

YEAR 10 WORK EXPERIENCE PROGRAMME (WEX) 18 - 22 May 2020

In Year 10 students will be given the opportunity to undertake a one week Work Experience placement from Monday 18th to Friday 22nd May 2020, providing they meet acceptable standards of attendance, punctuality and behaviour. When in the work place, students will be expected to conduct themselves and carry out tasks like any other employee as far as possible. The Work Experience Programme is an integral part of Work Related Learning (WRL).

This provides a valuable, unpaid opportunity for young people to experience working life while they are still at school. It presents them with the chance to:

- Work alongside adults as part of a team
- Develop and practice a range of transferable key skills
- Become more confident in their abilities
- Relate their school curriculum and qualifications to the work place
- Make more informed decisions about their future
- Develop their personal qualities

When combined, they will contribute strongly towards their employability for the future.

During Year 10, students will participate in a programme of preparation to ensure that they have a clear understanding of their opportunities, commitments and responsibilities.

Own Find Placements

Students are encouraged to find their own work experience as it is becoming increasingly difficult for schools to secure placements directly. By doing so, students are also more likely to get the type of work they would prefer. Friends, neighbours and relatives can be very useful contacts for suitable placements. When students find their placement they should complete the attached ‘Own Find Placement’ form and return it as soon as possible to the Admin Office – Westcombe Park Site. Since all placements are pre-vetted to ensure the health, safety and welfare of the students, the placements must be within the UK. ‘Own Find Placement’ forms must be returned by Thursday 19th December 2019 at the latest to allow time for the vetting process to be completed.

For students to have a successful placement and enjoy the benefits work experience offers, it is vital that we have your support. If you have any concerns about the programme, please e-mail myself or Ms Medley (Pastoral Support Officer) on tracey.sumner@thejohnroanschool.org.uk or sharalee.medley@thejohnroanschool.org.uk.

Yours sincerely

Tracey Sumner
Head of Year 10

Shara Medley
Pastoral Support Officer Year 9 & 10