

Be inspired and achieve together

Monday 4th February 2019

Dear Parent

Re. Work Experience 2019 - Monday 8th July 2019 - Friday 12th July 2019

Year 12 students have the opportunity to undertake a work experience placement; the government has asked that it is compulsory for all Year 12 students to complete work experience. For the current Year 12s this will be from **Monday 8th July 2019 to Friday 12th July 2019**. A work experience placement can help young people learn new skills and offer a number of benefits including providing an insight into the particular skills and attitudes required by certain sectors and employers, a better understanding of the world of work, an understanding of how the skills they are taught in school can be transferred to the world of work and an opportunity to develop the young person's personal and social skills and increase their maturity. Furthermore, meaningful work experience placements linked with particular goals can be crucial to successful Post 18 applications for university, apprenticeships and beginning a career.

Students are encouraged to find their own work experience placements and will be given details to the database that the school uses to see whether or not a placement that they are interested in is already Health and Safety checked. It is really important that your child starts looking for their placement now as most other schools in Nottinghamshire go out to work experience around the same time. All placement details have to be given to Mrs Spencer, Sixth Form Administrator, by **Friday 26th April 2019** to ensure that there is enough time to carry out all of the necessary checks.

Work experience placements for Year 12 students are **free**, should they be from the database that the school uses. This can be checked on the Safety Measures Work Experience page, which your child has been given a log-in for. If your child is completing work experience where there has **not** been a Health and Safety check before, this incurs a **£20** charge. This cost is not an administration fee but is paid to an external company who ensure that each placement is Health and Safety checked and that your child is fully covered whilst on work experience.

If you require any further information on the work experience process please look on the Academy website under School Information and Work Experience or contact myself on Siobhan.Clarke@arnoldhillacademy.co.uk or Mrs Carter on abigail.carter@arnoldhillacademy.co.uk.

Yours faithfully

Miss S Clarke
Head of Year 12

Arnold Hill Academy is part of the Spencer Academies Trust

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