



Dronfield Henry Fanshawe School

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Success with Care

Headteacher: Mr M. J. Cooper

Ref: LB/KP

Date: 13th September 2021

Dear Student/Parent/Carer

Year 10 Work Experience May 2022

We are writing to inform you of the school's plans regarding work experience for Year 10 students next May. Government Guidelines will be followed regarding any changes due to COVID-19.

Work Experience should be seen as an important part of the curriculum for all the students. Placement length, COVID-19 permitting, will be for **one week commencing Monday 16th May 2022**. It should not be looked at as training for a particular occupation or the first step of sampling a chosen career. It should be viewed as an integral part of the process of preparing young people for the world of work. This involves detailed preparation and involves the socialisation of students into an entirely different environment to that of the school. It should be an interesting and stimulating period that enables the students to gain an insight into employment. Work Experience is therefore of increasing importance as the employment world is forever changing. In addition, academic and vocational education should now complement each other to support the development of a flexible and adaptive workforce.

Deadline 1

In preparation for work experience we are asking you to discuss with your child which occupational area they may wish to undertake their work experience placement in. They must complete the enclosed '**Initial application form**', which needs to be returned to Mrs Broomhead (In A Block – near Exams) by **Monday 27th September 2021**. Mrs Broomhead will then look to see if any placement suggestions can be made. Some placements may require a student interview.

Deadline 2

We actively encourage students to arrange their own work experience placement; this is a practice which helps to build their job seeking skills. Although the necessary legal and health and safety paperwork remains the same on our part, by setting up their own placement the student can gain many useful skills. If this is the case your child needs to have the employer complete the second form in your pack called '**Arranging your own placement form**' and return it to Mrs Broomhead to process by **Friday 17th December 2021**.

We have many local placements on our databases in many diverse employment areas. However, we are always keen to add new organisations to our list of placements. If you have a contact within an organisation that would be willing to support our work experience programme, please contact Mrs Broomhead, via the email below, with the relevant information. Not only is the educational and career development of your child very important to us, so is their health and safety. When we arrange a placement, the Local Education Authority have a strict policy that insists that they are given the placement information no later than fifteen weeks before the placement starts.

Therefore, our **final deadline for placements to be set up is Friday 17th December 2021** as many placements commit themselves to students from other schools, the earlier the better is the key to gaining a placement in exactly the type of career which you want to experience. Please contact us if you need any further information.

Yours sincerely

L. a. Broomhead

Mrs L Broomhead
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Mr K Pickles
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