



24 November 2023

Dear Parent/Carer,

### **Year 10 Work Experience 24-27 June 2024**

As part of our classroom to career approach we are excited to launch our work experience programme which takes place from **Monday 24 June to Thursday 27 June 2024**.

Last week we welcomed NYBEP (a Business and Education Partnership covering Yorkshire, Humber and the North East) with whom we partner to deliver work experience. They launched the Work Experience process with students in assembly.

#### **Benefits of Work Experience**

Work experience provides an excellent opportunity for students to gain an insight into the working world, develop important employability skills and boost their confidence. Employers often refer to the value of transferable skills like communication, the ability to work in a team, motivation and using your initiative, which work experience, in any setting, will give them.

#### **Information Event for Parents / Carers**

An information evening will be held on **Tuesday 5 December 2023 from 4pm to 5pm** with representatives from NYBEP for parents and carers, to ensure that you are fully aware of the process and how best to support your child with their placement. We know from experience that your support and involvement is vital in ensuring your child has the best possible experience on their work placement.

#### **How NYBEP support students and parents:**

- They work with all students to secure a placement to enrich their learning, develop key skills and support career decisions.
- They complete the Young Person's Risk Assessment prior to the students starting their placement.
- They provide an App called Connect where all planning, risk assessing and completing of work experience is done. **During form time each student will receive an invitation to download and use the Connect platform either through an app or online portal via a QR code.**

#### **Consent and Confirmation of Attendance at Information Event**

As placements are secured we need parental / carer consent to keep you up to date with the planning process. This can be given through:

- The attached form **OR**
- By completing the form here: <https://forms.gle/BjC4mqLGNGta3Awy9>

Please also confirm your attendance at the Information Event on the form. The form needs completing and returning to school by **Friday 1 December 2023**.

Thank you for your support in preparing your child for work experience. It is an excellent opportunity to shape their perception of the world of work and hopefully inspire their future career pathways.

Many thanks,

A handwritten signature in blue ink, appearing to read 'Kati Rawling'. The signature is fluid and cursive, with the first name 'Kati' and the last name 'Rawling' clearly distinguishable.

Mrs K Rawling  
Assistant Headteacher

## Year 10 Work Experience 24-27 June 2024

### Form to be returned to Student Services by Friday 1 December 2023

Where possible please complete the form here: <https://forms.gle/BjC4mqLGNGta3Awy9>

Alternatively, please complete the attached and return to Student Services in order to ensure you receive important information about your child's work experience placement, please complete this form in full to consent to share your email address with NYBEP and return it to school as soon as possible.

#### Student details

First name:	Surname:	
School:	Year:	Form/Tutor Group:

*Information will be stored securely in compliance with the Data Protection Act 2018 and current GDPR guidelines for the duration of participation in NYBEP programmes and afterwards for the statutory term set by Local Authorities, which is currently 7-10 years. After this all information is securely destroyed. For more information, please see our privacy notice via <https://nybep.org.uk/about/privacy-policy-2>*

#### Signed

Name:	Date:	Email:
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I confirm I will / will not\* be attending the information event on Tuesday 5 December at 4pm

\*delete as appropriate