



Dear Students and Families

As we begin the final term of the academic year, I'd like to remind you about Year 12 Work Experience Week taking place from **13-17 July**.

While many students have already secured placements, I am aware that a significant number of you are still searching. I understand the process can be challenging, but I want to emphasise that it is not too late. Now is the time for a final, determined push to ensure you benefit from this opportunity.

Work Experience Week is more than just a week away from the classroom, it is a valuable opportunity for personal and professional development. You will build essential skills such as communication, time management and problem-solving in a professional environment. Work experience also allows you to 'test drive' a career path, to confirm whether or not it is the path you want to aim for, before committing to further study or job applications.

While the process of finding work experience might seem daunting, this process itself provides valuable experience in navigating the jobs market and applying for employment, which will serve you well in future. Unifrog has some fantastic tips for finding and completing work placements [here](#). If you are struggling or need a sounding board for your ideas, your tutor or Mrs Smith are available to assist you. Year 12 tutors have been providing support during form times and it is vital that students attend these sessions.

Once you have secured a placement, you must add it on Unifrog (including the employer's full contact details), otherwise the pre-placement checks will not be completed and we cannot authorise the students to attend.

Year 12 students on the Foundation (Level 2) programme do not have to arrange work experience through school, but are welcome to do so if they would find this beneficial.

Please be aware that any students without a placement will be expected to attend school as normal to complete an online course in the Sixth Form Library (B01), with supervision. We hope that no students will be in this position as we would much prefer you all to be gaining valuable experience, in real workplaces!

I look forward to hearing about the diverse range of industries you will be exploring this summer term and to visiting some of you while on placement.

Kind regards,

Ms Porter
Head of Sixth Form