



## WORK EXPERIENCE WEEK 13<sup>th</sup> - 17<sup>th</sup> July 2026

Dear Parent/Carer

In July of 2026, your child will undertake a week of Work Experience. They are being asked to find their own placements, although we will obviously support with this where necessary.

Students have had an assembly, introducing the concept of Work Experience and giving advice and information about the types of roles they could do and how to go about finding a placement. I know a number of students have already organised a placement, or are in the process of getting one approved at the moment.

Students are advised to do as much of the research and application as they can, without relying too much on parents/carers, as this is all part of the process. However, we realise that you may have good contacts within industry or friends and relatives who can source placements, which is a great help.

There is no alternative to the work experience week, ie. students cannot just be in school, as it is also Learning Challenge Week and all the teachers will be involved in challenges with different year groups. It cannot be a holiday either, as it is still a school week and attendance will be checked on a daily basis, as it is normally.

Once this acknowledgement letter has been signed and returned, students can request paperwork to give to prospective employers, so that they can start to approach businesses and get a placement organised and approved. All forms are on the school website or available in the Top Office.

In the past, we have had students undertaking placements the length and breadth of the UK and beyond, so perhaps encourage students to make some calls to far-flung relatives who have interesting careers!

Work Experience week is as much about finding what you *don't* want to do, as about finding your dream job. If a student wants to be a brain surgeon or jet pilot, you might not think a week at the local corner shop will be of much use. However, they will develop skills in customer service, teamwork, communication, confidence, initiative, responsibility - all vital skills for any job.



*Please sign and return to Miss Berry, Careers Leader, Parklands High School by 6<sup>th</sup> February 2026.*

Name of student \_\_\_\_\_ Form \_\_\_\_\_

Parent/carers name \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_

**I understand that my child will be undertaking a week of Work Experience, 13<sup>th</sup> - 17<sup>th</sup> July 2026.**