

St Mary's Catholic High School, Leyland

Royal Avenue, Leyland, PR25 1BS

Headteacher: Mr P. Thompson

Telephone: 01772 421909

Email: head@ismchs.com

www.ismchs.com



June 2022

Year 10 Work Experience, 2022

Dear Parent/Carer

RE: Work Experience Placement

We are delighted to inform you that St Mary's are reintroducing Work Experience next year for all of our Year 10 pupils. Today, we have explored the notion of work experience during the 'My Future' Careers Super Learning Day and pupils now understand what a work experience placement is and that it will provide them with valuable experience into the world of work whilst focusing their minds on their upcoming transition to their post 16 education and training.

The Year 10 work experience programme will run for 3 days from **Wednesday 8th March – Friday 10th March 2023**

In order to allow students, the greatest flexibility in selecting their placements, the three days will be completed as a self-placement, where parents and pupils find their own placement and complete three full days of work experience in a suitable environment of their choice. This may involve working alongside a parent, family member or friend and parents must take responsibility for the safeguarding of their child. In effect, this means that the parents need to be happy that when their child is on placement, they are taking responsibility for their child's safety and wellbeing. To support this the following must also be in place

- The establishment must have Employers Liability Insurance
- Medical information must be completed and provided to the establishment

For placements that are considered to be high risk by the school, a parental contribution of £35 may be needed so the school can employ an external risk assessor to assess the work placement. If a placement is deemed to be low risk (and most are) no contribution will be required.

This is a great opportunity for our students to gain valuable work experience and further develop their skills as part of their CEIAG Education. They will be provided with tasks to complete whilst on placement as well as follow up work whilst back in school, so we maximise the learning which has taken place.

Further details about Work Experience will be provided in the new academic year. However, to ensure that all students have an opportunity to experience a work place, adopting an early approach in securing a placement will give your son/daughter a wider choice of workplaces to choose from. We know many pupils may wish to return to their primary schools. However, with the best interests of our pupils at heart, we have agreed with each of our 22 partner feeder primary schools, that they will not accept ex pupils of their school for a placement.

If there are any questions, we can be contacted via the main school telephone number or you can email us at e.mcvey@ismchs.com

Yours sincerely

Mrs L Pilling
Assistant Headteacher

Mrs E McVey
Careers Coordinator