

29th September 2020

Dear Parent/Guardian

### Year 12 Work Experience July 2021

The Department for Education's national careers strategy (2017) states:

*"We want all young people to understand the full range of opportunities available to them, learn from employers about work and the skills that are valued in the workplace, and **have first-hand experiences of the workplace.**"*

Unfortunately, due to the current pandemic, we are not able to organise work experience for Year 12 students in this academic year. This is because a large number of employers are unable to offer placements. However, I would still like to encourage students to find their own placements over any school holiday to gain valuable skills by being in the work place.

Work experience will help your daughter/son

- gain an insight into the 'soft' employability skills that employers look for
- take on opportunities to develop these skills following her work experience
- gain an insight into particular professions to help make informed post 18 choices
- produce stronger applications for apprenticeships

If you or your daughter/son already has contacts within a sector of interest, then it would be advantageous for you to arrange the placement yourselves for the dates given below:

- Monday 26<sup>th</sup> October – Friday 30<sup>th</sup> October
- Monday 15<sup>th</sup> - Friday 19<sup>th</sup> February
- Monday 5<sup>th</sup> - Friday 16<sup>th</sup> April
- Monday 31<sup>st</sup> May - Friday 4<sup>th</sup> June

If you would like to do so, please complete the attached form '**The Holt School Year 12 Work Experience Parent and Student Agreement Form**', and I will contact the employer on your behalf to confirm the placement.

If you are unable to find a placement, I will be working hard to ensure that virtual work experience is available for your daughter/son to complete in July 2021. Work experience links will be sent out to you and your daughter/son via email once they have been confirmed and checked for suitability.

I am also keen to build up a database of employers in a wide range of sectors who are willing to take on students for work experience for one to five days or, if in the voluntary sector, for a regular placement of one to two hours a week. If you are in position to offer a placement that may suit a student other than your daughter/son, please email me the details. I will then be in contact to discuss the possibility of a placement.

If you have any queries regarding our Year 12 work experience opportunities, please do not hesitate to contact me by email.

Yours sincerely



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