

Why is work experience important?

- It provides students with first hand experience of the world of work
- It develops key employability skills: punctuality, working as a team member, problem solving, confidence, communication skills etc
- Students do not need to know what they need to do for a career choice
- It can form an important part of any CV or job application in the future
- Although we have done work experience for a number of years at Corfe Hills this is now something all secondary schools in England have to provide
- Many students have found summer jobs/future employment stemming from work experience
- Students often have a different perspective on school after experiencing work in the “real world”



Important information

- Work experience is for 2 weeks from 16th March-27th March
- We expect every student to participate in work experience
- Every student will have visit and/or call from school
- Employers will complete an assessment which will be returned to school
- Students are encouraged to keep a diary/journal of their experiences
- Reflection work will take place on their return
- If students are not well they should contact their employers but also the school in the normal way.
- Normal rules on taking holidays in term time apply



Finding a placement

- A list of employers that students have used before is on our website.
- If students are really struggling to find a placement they should speak to their tutor and support will be provided in school to find a placement.
- Work experience is compulsory, there is no provision in school during those two weeks.
- Students are encouraged to keep a diary/journal of their experiences
- Reflection work will take place on their return to school





Logistical arrangements

- All students need to have found a placement by Friday 16th January and the work experience form completed.
- A letter and form about work experience will be going out with the slides from this presentation in an email.
- A form (paper copy available tonight) needs to be completed and signed by
 - Student
 - Parent
 - Employer
- **The school must have a copy of the employers public/employment liability insurance.** This can be in the form of a photo/screen shot or photocopy.
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What if I need help?

- Please contact the school if you are unable to find a placement before the deadline on Friday 16th January
- Please e mail workexperience@corfehills.net if you have a query.
- Encourage your son/daughter to speak to staff in school if they have a problem or a concern
- Students should contact the school immediately during their placement if they have specific concern