

Work Experience Co-ordinator

Mrs Anita Wyatt on 01691 664476 or wyatt.a@marchesschool.net

**A Parents Guide
to
Enrichment Week**

19th June –23rd June 2017

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SIXTH FORM

Why do Work Experience?

High quality, relevant, external work experience is an integral part of the Marches Sixth Form curriculum for all year 12 students, as part of their study programme 'non-qualification activity', contributing to the students' overall development.



The Wolf Report (2011) describes the unique role that work experience can have in helping young people develop employability and vocational skills and the value employers place on this when assessing young people for employment.

Work experience placements offer many benefits and opportunities such as;

- Having experience of work will make students a more interesting prospect to employers – and it will increase their confidence.
- Students often gain employer references for their performance on work experience.
- Work experience enables young adults to grasp a vital understanding of the management and logistics of companies.
- It can help influence future decision making about careers because it helps them understand work likes and dislikes better.
- It allows students to network with organisations which could prove very useful in the future.
- It enables students to refer to experience and skills on future university/ apprenticeship/work applications.
- Work experience can really help students identify understand what practical skills they need to develop.



Finding Work Experience

There are a variety of approaches to finding a purposeful planned placement and it is important that students keep their tutors informed. Early contact with employers is encouraged as there is a great demand for Work Experience placements locally and often limited places available.



- Discuss ideas with tutor or another member of the Sixth Form Team.
- Students to research, shortlist and make contact themselves through a letter, email, telephone call or visit, requesting a placement. If accepted, an accurate contact name, address, email and telephone number should then be forwarded to personal tutor.
- Students can find placements outside Oswestry if they can arrange all necessary transport and accommodation.
- All placements are checked to ensure they have the required health and safety standards and appropriate insurance cover. This is undertaken by an outside agency who require notice in order to arrange visits.
- Students should try not to do work experience with an employer with whom they already have a part time job or with very close family members as this may not allow new learning experiences of the world of work.
- Students are encouraged to visit or telephone their placement prior to starting to meet their supervisor and check arrangements.
- Specialist placements in areas such as medicine can be done outside of the designated week if strictly necessary, but this needs to be approved by Miss Buckle.

How many hours will my child work?

This normally depends on the usual working hours of the industry where they are placed. It is recommended that students should not be asked to work more than a standard eight hour day.

