

Why do Work Experience?

Work experience is an integral part of the school curriculum for all students - it is not about training for a particular job. However, it should be an interesting and stimulating period for a student to gain an insight into employment. This is of increasing importance as the business world is forever changing its demands and specialisms.

Work experience placements offer many benefits and opportunities such as;

- enabling students to apply skills and deepen knowledge and understanding of concepts learned in the classroom
- learning about the world of work
- providing insight into factors which may determine career choice
- prepare them for adult life and making the transition from school to work
- to broaden the range of training, education and employment which students consider
- to improve attainment by making learning more relevant

Work Experience Co-ordinator

Mrs Kelly Parsons on 01691 664407 or parsons.k@marchesschool.net

A Parents' Guide to Work Experience 2018





How do students apply for a work experience placement?

There are a variety of approaches to finding a suitable placement but students **MUST** keep the schools Work Experience Coordinator (Mrs Parsons) informed to avoid repetition and overlap. Early contact with employers is encouraged as there is a great demand for Work Experience and often limited places available.

- Students have access in school to a directory of approved employers, and those who have taken students in previous years, to help inform students of possible local employers.
- Many employers prefer students to make contact themselves through a letter or visit requesting a placement. If accepted, the contact name, address and telephone number should then be forwarded to Mrs Parsons.
- Some employers prefer to liaise with the school and offer placements which will then be filled from student requests.
- Students can find placements outside Oswestry if they can arrange transport and accommodation.
- All placements must be checked to ensure they have the required health and safety standards and appropriate insurance cover. This is arranged by the school but undertaken by an outside agency who requires three months notice in order to arrange visits.
- Students should be discouraged from carrying out their work experience with an employer whom they already have a part time job with or with a very close family members as this may not allow new learning experiences of the world of work to be acquired.

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.

How are students prepared and briefed before Work Experience?

Students are prepared and briefed for work experience mostly through work in the Personal, Social and Health Education programme.

The process involves the following stages:-

- Preparation
- Briefing
- Placement
- Debriefing
- Follow up

Students are encouraged to visit or telephone their placement prior to starting to meet their supervisor and check arrangements.