

# Work Experience

11<sup>th</sup> -15<sup>th</sup> July 2022

*A unique opportunity to raise aspirations*



# Work Experience

- “Work experience may be defined as a placement on an employer’s premises in which a student carries out a particular task or duty, or a range of tasks and duties, more or less as an employee, but with the emphasis on the learning aspects of the experience” DfES (Feb 2002)
- Work Experience is not.... cheap labour, a skive from school, a holiday for your teacher or a path to a sure job!!!
- Work Experience is a chance to meet new people, to find out more about industry and commerce, to experience travelling to work, to exercise more self- discipline and responsibility, to improve your self- confidence, to improve your social skills and to learn the importance of punctuality.



# Why do Work experience?

- Gives a purpose to your education showing the link between how education prepares you for the world of work
- To see what working would be like, to understand the pros and cons of working and to get more information about jobs.
- Work experience is often the first opportunity for you to operate in an adult working environment. A potentially powerful experience that can improve awareness of different surroundings, behaviours, practices, cultures and attitudes. A chance for employers to help young people understand employability and core skills.
- It can help with your application to Sixth Form, College or University
- You gain valuable skills for your development & work with people of different age groups.
- More important than ever now, as some of the skills you need for the world of work can only be achieved in a place of work.
- Adds value to your CV
- To gain a positive reference from an employer
- Building up contacts
- Effective work-based and work- related learning can help you to become: successful learners, confident individuals, responsible citizens, effective contributors to society and work.



# When is Work Experience?

Monday 11<sup>th</sup> July to  
Friday 15<sup>th</sup> July 2022

**It is expected that all students find their own work experience placement.**



# How can I find a placement?

- Identify the type of work you would like to do that matches your interests and abilities & then identify employers from a range of sources
- Write to local employers – this could be an email or company website
- Call in direct and ask to speak to the manager
- Telephone and ask to speak to the manager
- Speak to your family – do they have contacts at their own place of work?
- Ask your teachers – do they have any contacts?
- **START APPLYING NOW**



# Where shall I go?

In the past, students have completed their work experience in the following places:

**Retail stores**

**Doctors surgeries**

**Veterinary surgeries**

**Hairdressing salons**

**Gyms/Leisure centres**

**Garages/Repair workshops**

**Hotels/Tourist places**

**Restaurants & Cafes**

**Solicitors/Legal firms**

**General offices**

**Council offices**

**Banks & Building Societies**

**Schools**

**Nurseries**

**Garden Centres**

Some businesses that have to be careful with client confidentiality will not accept work experience students. Examples of this may include doctors surgeries, solicitors offices, the George Eliot & UHCW Hospitals.

Placements can be in Coventry & Warwickshire or anywhere in England.

Outside of a 35 mile radius to the school, Health & Safety checks are completed by an external provider and will incur a cost to parents/carers.



# The must haves.....

- The employer **must** have Employer Liability Insurance & Third Party Public Liability Insurance
- All forms **must** be fully completed with all employer contact details
- All forms & consent **must** be completed by parents/carers
- Must pass a pre-placement health & safety check. This is carried out by an approved person from school or an outside agency.



# What happens now?

Information about Work Experience, including this Power Point presentation will go home to parents/carers on Friday 18<sup>th</sup> February

**You need to start looking for a placement – use half term to do this.**

Once you have found a placement, your parents/carers will complete the relevant forms and return them to school. All forms/information can be found on <https://www.highamlaneschool.co.uk/workexperience>

**Deadline is Friday 1<sup>st</sup> April 2022**

