



MAIDEN ERLEGH

SCHOOL

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Dear Parent/Guardian

Year 10 Work Experience Week – Monday 3 to Friday 7 July 2023

I write on the eve of the work experience week that is due to start on Monday 3 July and hope that those students with a placement are looking forward to the experience. All students should, by now, have contacted the employer in question to confirm their attendance and to check for details such as hours, how they are expected to dress and whether there is any area of the job that they are particularly keen to learn more about. This call, or email, must be made in advance of the placement starting. At this stage any further questions about the placement should be made directly to the employer.

A small number of students do not have a placement, either for some days or the whole week. Some parents have confirmed that students will 'shadow' them on these days. All other students should attend school as normal and should report to **H5** at **8.40am** for registration. Our partners at Education Business Partnership (EBP) will be running interactive careers focussed workshops with students on Monday 3 July and Tuesday 4 July. On Thursday 6 July students can bring in books for the subjects that they would have had on that day and will be supported with some support work and activities. Please note that due to the NEU industrial action there will be no provision on Wednesday 5 July and Friday 7 July. Where we have no indication that a student is shadowing a parent, or on a work experience placement we will expect them in school unless a valid reason is reported to the attendance office in the normal manner.

Thank you for your support throughout this process. We are grateful to parents who have had to source placements and hope that students enjoy and learn from the experience.

Yours sincerely

Mr D Bell

Assistant Headteacher – Careers & Destinations Lead