



Dear Parents/Carers,

Experiencing a Work Place will be launched in your daughter's PD lesson tomorrow.

Please note due to Covid-19, we have postponed the week in March to **17th to 21st May 2021**.

As detailed in my last email, the options for this week are:

1. 'Private placement', this would mean going to work with a relative or yourself to a place of work. (A Health & Safety agreement would be signed but there would be emphasis placed on the responsibility of the parent/carer that your daughter is your responsibility)
2. 'Experiencing a work place', your daughter will be directed to the FROG work experience page which will have a list of placements available to them. (A Health & Safety agreement would be signed and H&S would be the responsibility of the employer)
3. Your daughter can 'opt-out' of experiencing a work place and will carry out various activities within school that relate to being in a work environment

I have put together 2 short videos with information on what's happening which will be shown in her lesson:

- Video 1 – The launch of 'Experiencing a Work Place' in 2021
- Video 2 – A demonstration of the new 'Experiencing a Work Place' FROG page.

The powerpoint presentation linked to video 1 can be found on the FROG page along with all instructions and help on how to find a placement.

Your daughter will need to have booked her placement or chosen to 'opt out' by **Friday 26th February**. Students who have not booked their placement by the deadline will remain in school and take part in 'Option 3'.

All work experience planning is subject to the government guidelines relating to Covid-19 and for this reason I must make you aware that placements may not go ahead, in which case 'Option 3' would be put in place for all students unless we are subject to a local/national lockdown.

If you have any questions throughout this time, please do not hesitate to email me.

If your daughter has any questions throughout, I will be available to talk to on Tuesday, Wednesday and Thursday lunchtimes in AR3 or AR4 or she can email me or leave a message on the 'Wall' on the FROG page!

Yours faithfully

Mrs Christmas
Work Experience Coordinator

