

Ref: Wexp/NEL
January 2023



Dear Parents,

YEAR 10 WORK EXPERIENCE
Monday 10th July – Friday 14th July 2023

We are excited to be able to inform you that for the first time in 4 years, our Year 10 students will be taking part in a week of work experience at the end of the summer term. The dates of this work experience are Monday 10th July to Friday 14th July 2023. Work Experience is an important part of the Year 10 school calendar.

At Oasis Academy Sholing we have a duty to provide “Good Careers Guidance” to all our students. Specifically, we need to offer every student a first-hand experience of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities and expand their networks.

It also provides a taste of adult life and begins to prepare students for the world of work. It provides an opportunity to test out skills that students have learnt at school, it helps to develop social skills and it will broaden their career plans. Many students have gone on from successful work experience to be offered part time employment and future apprenticeship opportunities.

We work in partnership with our local Education Business Partnership, EBP South, to provide this opportunity. EBP South takes responsibility for placement verification checks in line with HSE guidance and informs the school when placements do not meet health and safety requirements. Employers are required to sign a confirmation and agreement for the placement, ensuring that they are fully aware of their responsibilities during Work Experience and that they have the relevant Insurance to cover themselves and your son/daughter. No student may take part in Work Experience unless the employer has signed the necessary legal documents.

As part of the work experience each year, we encourage our students to find their own placements. We would encourage them to start considering where they would like to spend their work experience and contact potential employers as soon as possible – by writing letters or emails, making phone calls or in person. They may need your support to do this. We are also aware that other Southampton schools are running their work experience at the same time of year, so competition for placements may be slightly higher.

Please take some time to discuss the above opportunity with your son/daughter and encourage them to think about what they might like to do and who they could approach.

You will find a copy of the ‘**Own placement form**’ attached to this letter. This form needs to be completed in full once a placement has been found and returned to Mrs Elliott in the Careers Office **as soon as possible**, but no later than **Wednesday 29th March**.

Please get in touch directly with our Work Experience Coordinator, Mrs Elliott: nicola.elliott@oasissholing.org if you think your son/daughter may need additional support to find their own placement. We do have access to an online portal that may assist them.

Should you have any questions please do not hesitate to contact Mrs Elliott.

Yours sincerely,

Mr N Wilkinson
Head of Year 10

Mrs Elliott
Personalised Learning and Enterprise Manager /
Work Experience Coordinator

Principal - Martin Brown

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