



Work Experience
24th –28th February
2025

A Guide for Parents
and Carers

What is work experience?

- Work experience is part of the school curriculum and consists of a one-week placement in a company or organisation for students in year 10.
- Work experience forms part of all students' entitlement to 'work related learning'.
- At Mount St Joseph, placements are chosen and organised by the student.

What does it involve?

- Students find out first-hand about the 'world of work'.
- Students will do most of the preparation for their placement in school; this includes learning about the world of work, including health and safety, and equal employment opportunities.
- School staff will conduct a short visit or telephone call whilst the student is on placement.
- A debrief session will take place on their return to school where students can share and learn from their experience.

Why do Work Experience?

- Students can learn first-hand the difference between school and the workplace.
- Gain an insight into different roles/positions within a company.
- Learn new skills.
- Work with and be treated as an adult.
- Develop confidence and communication skills.
- Gain invaluable experience to help make career choices.

Some Important Facts

- Students and their parents/carers are responsible for organising transport to and from the placement.
- Work experience is part of education and therefore UNPAID.
- Employers receive no payment for accepting a pupil on placement.
- Some placements require special clothing or equipment, such as safety boots. It is the parents/carers responsibility to provide these.

What Parents/Carers can do to help

- Discuss and encourage your child's choice of placement, helping them to make an informed and realistic choice.
- Ensure your child knows exactly how they are getting to and from their placement and do a 'dummy run' if necessary.
- Ensure parental consent has been completed on Unifrog, including information of any medical, learning, behavioral, or physical special needs, as the placement needs this information to ensure your child is happy and safe whilst on placement.
- If your child is unwell during the week of the placement, ensure you report any absence to both the school and the employer.
- If you feel you would like to discuss your child's work experience needs with a member of staff please do not hesitate to contact school on 01204 391800, and ask for Debra Simpson, Careers Co-ordinator or Year 10's Head of Year.