



3rd February 2020

Dear Parent and Carers,

In the summer term all Year 12 students will participate in compulsory work experience from the 29th June -3rd July 2020. I am sure you will agree that this is a wonderful opportunity for your child. It will provide a wealth of experience which cannot be taught in school and also provides valuable experience that can be used by students when making UCAS, apprenticeship or further training applications in the future. Some examples of placements St Mary's students have benefitted from in the past include British Red Cross, GCHQ Subsidiary in Cambridge, BT, Tesco, Schools, Prisons, Auction Houses, Engineering and Accountancy Firms and Sport and Leisure Facilities.

The Aims of work experience are:

- To provide an experience of the real world of work, ideally in an area they would like to pursue a career.
- To help pupils understand and develop the key skills and personal qualities which are sought by employers.
- To ensure that our pupils are well prepared for the adult working environment.
- To improve the employability of the pupils.
- To help pupils make informed decisions about their future careers.
- To develop maturity and self-confidence.
- To raise pupils career aspirations.

From 14th February there will be a drop in session in the library for students who would like some advice regarding finding a placement. However, it remains the responsibility of students to secure their own placement.

Key dates;

February	Year 12 work experience launch with Form Tutors
April 3 rd	Students to update Mrs Gaulton on their progress of finding a placement
May 22 nd	Deadline for placement forms to be handed in
June 22 nd	Work experience diaries distributed
29 th June	Work experience commences
6 th July	Completed diaries handed in during enrichment week evaluation session

Please feel free to contact me if you have any questions by emailing info@stmarys.net.

Kind regards,

Mrs Gaulton
Careers Leader

Mrs Lumby
Head of Sixth Form