January 2022

Dear Parent/Carer

### WORK EXPERIENCE 2021-2022

As part of Sandhill View Academy’s work related learning curriculum all students in Year 10 will have the opportunity to participate in work experience. It is an opportunity for students to spend some time with an employer or other organisation, allowing them to experience the hours, working conditions and regulations they may encounter when they go to work themselves.

The dates of the work experience programme for our next academic year are:

**Monday 23rd May – Friday 27th May 2022**

**Please complete the attached Work Placement Parental Consent Form and then return to your child’s group tutor by Friday 28th January. Without this form, students are unable to begin arrangements for their work experience.**

Students are encouraged to make their own arrangements to go to a particular place of work. Once the **parental consent form** has been returned, students will be able to start contacting local businesses to find a suitable placement. They will also be given a **Work Placement Form which must be returned to school as soon as possible as each placement will require health and safety checks to be conducted and this takes a considerable amount of time. We would request that parents support their child in searching for a possible placement.**

Should you have any concerns or queries please do not hesitate to contact Mrs Robinson, Careers Advisor or myself via the school office or email (careersteam@sandhillview.com) or refer to the work experience section on our academy website which contains more information.

Yours sincerely

Mr Blake

Assistant Headteacher