

Work Experience

A Guide for Parents

What is Work Experience?

It is an unpaid opportunity for young people to experience working life while they are still in school. It gives them the chance to:

- Work alongside adults as part of a team
- Become more confident in their abilities
- Relate their school curriculum to the workplace
- Make more informed decisions about their future

They will learn and use a range of transferable skills that will contribute towards their future life.

Key skills:

Communication:

Listening and speaking
Asking and responding to questions
Reading and writing

Application of Number:

Collecting and recording data

Information Technology :

Using computers to search, select, explore and prepare information

Working with Others:

Working as part of a team
Learning from others

Improving Own Learning and Performance

Managing time
Working to a planned programme
Learning from others
Developing confidence

Problem Solving:

Recognising problems
Carrying out appropriate solutions
Making decisions

What does Work Experience Involve?

Students will be taking part in preparation work, before the placement starts, using a database that provides information about placements.

All placements will be vetted to ensure the health, safety and welfare of the students during the experience.

Students might have an interview with the employer before the placement starts.

Students will complete a diary to record their experience and identify the skills they have used and developed during their placement.

We will try to visit all work placements to monitor the student's progress.

When in the workplace, students will be expected to behave and work as any other employee

How Can Parents Help?

- Help the student understand the goodwill of employers offering the placement opportunities
- Advise the school of any health matters which may affect the student's work placement
- Discuss with the student the implications of the job they choose
- Sign and return the paperwork promptly
- Encourage the student to undergo any pre-placement interview
- Ensure the student attends the placement regularly and punctually
- Ensure that both school and employer are notified if the student is unable to attend
- Inform the school of any difficulties experienced during the placement
- Discuss the placement with the student and encourage them to complete their diary
- Encourage the student to have a positive approach to the placement, even if it isn't quite what they expected.