

10<sup>th</sup> May 2022

Dear Parent/Carer

## **Year 10 Work Shadowing – Monday 18<sup>th</sup> July and Tuesday 19<sup>th</sup> July 2022**

As part of your child's careers programme, two days of work shadowing is being made available for all students in Year 10 on Monday 18<sup>th</sup> July and Tuesday 19<sup>th</sup> July 2022. Work shadowing is an opportunity for students to go to work for the day with a parent/carer, family friend or contact, and get a real-life insight into the world of work. It is the students and family member's responsibility to arrange their work shadowing. However, the company providing this opportunity is required to have public liability insurance.

The job your child work shadows can be anything from window cleaning to accountancy, broadcasting to police work, catering to working with animals, it does not matter. The purpose of the event is for students to get to grips with real working schedules and observe a range of real working tasks.

It is important for students to be aware of lifestyles away from the classroom in order that they can see their learning in a broader context. Work shadowing encourages students to appreciate the distance people travel to work, the inter-relationships formed in a business environment, the variety of skills that a job requires and how technology is applied. The project is flexible so you can nominate a family member, colleague or friend who is able to take your child to work with them. If your child has a real desire to experience a specific profession and has access to someone who works in this field, this flexibility can provide them with an opportunity to ask if they can attend their workplace for two days.

Safety is paramount, so we attach a placement agreement form to be completed by parent/carer and the employer. Employers need to share their insurance policies with us to ensure that they have the relevant insurance to protect students. Work shadowing is about observation and questioning, about experiencing the environment of the work place and absorbing the activities that will be going on. It is not about your child actually doing work. Being proactive and gaining the most from the opportunity is expected though.

After the event students will have the opportunity to share their experiences and be able to draw on their learning through the curriculum.

If you have any questions, please contact either myself, Miss Kaposi or Miss Robinson and we will be happy to talk to you about the event. To make these days a success your support will be invaluable.

Yours faithfully



**Mr E Macaulay**  
Assistant Principal & Careers Lead

