



THE CONSORTIUM
ACADEMY TRUST

12 October 2023

Secondary - Year 10 Work Experience



**THE
HESSE
ACADEMY**

Penshurst Primary School

Winthorpe Road, First Lane
Hessle, East Riding of Yorkshire
HU13 9EX

**Hessle High School
& Sixth Form College**

Tranby House, Heads Lane
Hessle, East Riding of Yorkshire
HU13 0JQ

Tel: 01482 648604

Email: office@hessleacademy.com

Website: www.thehessleacademy.co.uk

Dear Parent/Carer

As part of our Careers Programme of activities we deliver in school, we are delighted to advise you that this year all Year 10 students are being given the opportunity to take part in Work Experience.

This is a fantastic opportunity for your child to experience a workplace environment and to further develop their employability skills.

As part of the process, students will be expected to find their own Work Experience placement for three days between Wednesday 3 July and Friday 5 July 2024. Students will be responsible for sourcing their own travel to and from the work placement, which is a valuable part of the exercise, as students must be sufficiently organised to get to work punctually. This must be carefully considered when selecting a work placement. To support students through the process there will be a range of seminars and tutorials which will take place through the next term.

We shall hold a Work Experience Launch evening on Thursday 19 October 2023 at 6.00pm in our Main Hall to provide further information to you. Our careers partner, GP Careers, will be in attendance to answer any questions. This will follow the student launch taking place the previous day.

A full Risk Assessment of every placement is required to be conducted before the placement goes ahead. We partner with GP Careers to complete this essential check. GP Careers require two forms completing in order to conduct the necessary inspection.

Parental Consent/Medical Form – this needs to be signed by the parent/carers and returned no later than Thursday 21 December 2023

Placement Form – this needs to be signed by the student, parent/carers and the Work Experience provider and returned no later than Friday 23 February 2024

Students will receive these forms during tutor-time next week. Please ensure that the completed forms are returned to their Tutor by the deadlines above. Failure to complete and return the forms by the deadline, may result in the student not being able to take part in their Work Experience.

Please do not hesitate to contact the school if you need any additional information.

Yours faithfully

Hayley Lawes
Careers Leader