



Work Experience 2022

FAQs

When is Work Experience 2022?

Monday 6th June to Friday 10th 2022

Who finds my placement?

You do, it is up to student to find their own placements. Think about career ideas, what you enjoy doing.

Can I get help?

Of course, Mrs O'Donnell is available to student before school, breaks, lunchtimes and after school. She can give you ideas of where students have gone in previous years, employers that might take you. You can also talk to current Year 11's to see where they went and the experiences they had. Some students have gained part time employment from their placements!!

How do I contact prospective employers?

You can telephone, write a letter/ email or call in. Whichever you feel most comfortable with but do it yourself, it looks better than Mum or Dad doing it for you. If you need examples of letters call in to see Mrs O'Donnell.

Can I go out of Leeds?

Yes, as long as we can get Health & Safety completed. In the past we have had students go all over the country. If you would like to do this you must get this sorted out early and all the paperwork **MUST** be back to school by February half term so we can get all the Health & safety checks in place.

Can I go with Family and Friends?

Yes, as long as they pass all the Health & safety checks. Use any contact you have especially if they are Medical, Science or Engineering related

What happens if I'm struggling to get a placement?

See Mrs O'Donnell immediately, she can help.

If you do nothing you may end up with a placement you are not keen on, so act now.

Is there a deadline to find a placement by?

Yes, Monday 14 February 2022 for an out of areas placement and Friday 4th March 2022 for all other placements.

If forms are received after these date it may not be possible to get Health & Safety in place, meaning students may have to stay in school for their week. **School may also be charged a late fee which we may have to pass on to Parents/Carers.**

SORT YOUR PLACEMENT OUT EARLY TO AVOID DISAPPOINTMENT.

Some employers only take a few students a year so get in early.