



9th January 2023

Dear Parent/Carer

PARENT INFORMATION EVENING AND WORK EXPERIENCE LAUNCH

We are delighted to advise you that we will be launching Year 10 Work Experience from Monday 10th – Friday 14th July 2023. To support this process, we would like to invite you to attend a Parent/Carer Information Evening on Thursday 26th January 2023 from 6.00 pm to 7.00 pm.

During the evening we will be discussing the Work Experience programme, along with information to help you support your child during their KS4 learning and Post 16 options.

All Year 10 students will be given the opportunity to take part in a one-week placement. This will give our students new aspects to their curriculum, as it will enable them to go outside school to learn through experience.

You can appreciate that it is a significant task to place a whole year group. It is envisaged that most students will be able to find themselves a placement with your assistance. We do not consider it advisable for a student to work with their own family.

As soon as your child has successfully contacted a company wishing to offer a work experience placement, they should complete and get you to sign the attached reply slip and return to their form tutor by 31st March 2023. We would request that all placements are approximately within a 15-mile radius of the school, as we may need to contact the employer to arrange a Health and Safety visit. This is to ensure a safe and successful work experience placement for all students.

Please can you ensure your child fills out and returns the attached form. We will give students a hard copy to bring home.

We look forward to seeing you on 26th January.

Yours faithfully

Mr Morales (Head of year 10)



King Harold Academy
Year 10 Work Experience

Student's Name:		Form:	
A placement has been found at (company name):			
Employer Contact Name:		Work experience job title:	
Email Address:		Telephone No:	
Employer Address:			
Employers Liability Insurance	Name of Insurer:		
	Policy Number:		
	Renewal Date:		
Parental Signature			
Date:			

Monday 10th to Friday 14th July 2023

Please return completed form to your Year 10 Form Tutor