

Overview and Benefits of Work Experience Programme

Work Experience is a vital part of Secondary Education and enables students to better understand where and how their unique skills and talents might fit into the world of work.

Invariably this proves to be a powerful and sometimes a pivotal experience, opening eyes and minds to career opportunities and paving the way towards future goals and aspirations. Most importantly, it inspires confidence and reassures students that they have, or can develop, skills that employers need. Moreover, it is as important for young people to find out what work environments and practices they are *not* suited to as it is to recognise where their interests lie, and which career path might best match their unique set of talents.

St Aidan's has excellent links with businesses and 3rd sector organisations in North Yorkshire and is an active and long standing member of the Harrogate Chamber of Commerce.

In addition, we provide Year 11 and 6th Form students, access to a comprehensive database compiled by NYBEP (North Yorkshire Business Education Partnership) which can help to broaden the search and inspire different ideas for possible work placements. A link to our simplified, 7 Steps Guide, can be found within the **2019 – 2020 Year 11 Programme Schedule** at the bottom of this page.

The success of last year's programme, represented on the following infographic, was overwhelmingly due to the support and time investment of over 120 Businesses and Organisations. Our **2019 Work Experience Employment Partners** took great care to provide a well-planned and fulfilling week of authentic work and associated opportunities for which we are enormously grateful.

Students surveyed afterwards were asked to evaluate, and then grade review, their placement experience, based on the following criteria:

- * The company was expecting me on my first day and I felt welcomed
- * I received an induction including health & safety, introduction to staff and facilities
- * I was allocated a named supervisor/mentor to help me throughout the week & answer any questions
- * A schedule of my week was explained at the start and I knew what I would be doing each day
- * I had a varied work schedule
- * I was given feedback about my performance/progress/achievements during the week
- * I enjoyed the programme of work I was assigned

2018– 2019 Work Placement Review Results



The 2019 - 2020 Year 11 Work Experience Programme will be launched to students on October 3rd 2019. Placements, normally lasting one week, take place within a **three** week period between Monday 29th June and Friday 17th July 2020.

Work Experience is a voluntary activity but is highly recommended and strongly advised. Students aim to find a one week placement within the three week period falling after GCSE exams and before the end of the summer term. Students going on the Ardeche Trip can still take part by choosing one of the weeks which fit in with the dates of their holiday.

If, after reading & downloading any of the documents or information below, you have further queries about the programme, please refer to our list of '**Frequently Asked Questions**'.

Dates for the 2019 – 2020 programme are as follows:

Work Experience Presentation to Parents:	Monday 30 th September 2019
Letter of Information + Parent Consent Slip:	Tuesday 1 st October 2019
Assembly Launch to Year 11 students:	Thursday 3 rd October 2019
Deadline for returning Parent Consent Slip:	Thursday 17 th October 2019
Deadline for returning Work Placement Form:	Wednesday 18 th December 2019
Twice Weekly Lunchtime Advice Sessions:	Every Tuesday & Friday in Careers (Drop-in & appointments 12.30- 1.30)

Help & Guidance

The following documents and guidance for students and parents are available to download from St Aidan's website - www.staidans.co.uk/careers/careers-year-11

Information Letter and Parent Consent Form Oct 2019

Guide to Applying for Work Experience Handbook

7 Steps to Arranging Work Experience

Infographic Summary of Work Experience outcomes and Employment Partners

Work Placement Form

Frequently Asked Questions

If you need any further advice or information or if you have a question not covered in the FAQ's above, please contact Marian Farrar: m.farrar@staidans.co.uk / 01423 818534