



19<sup>th</sup> January 2026

Dear Parents/Guardians,

**Re- Year 10 Work Experience**

As part of our ongoing commitment to providing students with a well-rounded education, I wanted to get in touch with our plans for a work experience week for students in Year 10. In line with our educational goals, all students in Year 10 will be participating in a work experience opportunity as part of their curriculum. This experience is designed to give students practical exposure to real-world work environments, help them develop critical skills, and explore potential career interests.

Work experience week this year will take place from **13<sup>th</sup> July – 17<sup>th</sup> July 2026**. Students must find their own work experience opportunity outside of school and are asked to reach out to employers directly: this is an important education for them in taking ownership and reaching out for opportunities independently. We are sending out this letter early, with a view to provide students with plenty of time to reach out to employers before revision becomes an absolute priority for them later in the academic year.

Once students have secured a placement, they will be required to complete a placement form that can be found on their **Unifrog account**. This is then sent to the employer to fill in and confirm the placement details. Finally, it is then sent to you, to confirm your consent. Once all these procedures are completed it is then approved by the school.

Please refer to this helpful video - [Year 10 Unifrog placement tool video - YouTube](#)

Should you need further information regarding the work experience, please do not hesitate to get in touch and we can arrange a quick chat to answer any questions.

Thank you for your continued support.

Yours sincerely,

Helen Watson  
**Careers Advisor**