

25/04/24

Dear Parents/Guardians of current Year 8 Students,

Re: Advance Notice of Work Shadowing Placement Day - Friday 24th November – An Integral Part of GCSE Choices

As we approach an exciting phase in your child's academic journey, we would like to give you plenty of notice about an upcoming opportunity that will provide valuable insights into potential career paths. This initiative, known as the Work Shadowing Placement Day, is an integral part of the GCSE choices your child will be making in Year 9.

Date: Friday 22nd November 2024 (INSET DAY)

Purpose of Work Shadowing Placement Day:

The Work Shadowing Placement Day aims to offer our Year 9 students an immersive experience in a professional environment of their choice. It provides them with the unique opportunity to gain first-hand knowledge of various careers, helping them make informed decisions regarding their future GCSE subjects and potential career paths.

Work Shadowing Process:

During this day, your child will have the chance to spend time with professionals in their desired field. They will observe and actively engage in work-related activities, allowing them to explore the daily responsibilities, skills required, and challenges faced in that particular profession. This experience will provide a realistic understanding of the career's demands and assist your child in making well-informed decisions about their GCSE subject choices which will be requested following the Year 9 GCSE Options Evening in January 2025.

Placement Selection:

To ensure a successful work shadowing experience, we kindly request your assistance in discussing potential career interests with your child. Encourage them to research and compile a list of careers they would like to explore. With your help, they should secure a placement with an employer for the specified date. This could be by shadowing you or one of your colleagues or a family friend or other contact.

We will provide further guidance and support regarding how students can prepare for the day, what questions to ask, the kind of information to look out for etc. What we need from you is to help your child make sure a placement is lined up, hence the advance notice.

Health and Safety Measures:

Rest assured that the safety and well-being of our students are of utmost importance. We will work closely with the placement providers to ensure appropriate health and safety measures are in place during the work shadowing experience. More detailed information regarding health and safety protocols will be communicated closer to the event date.

Parental Consent and Forms:

At the start of the new school year, we will provide you with the necessary consent forms and information packs to complete. These will outline parental consent requirements, emergency contact information and any medical conditions that may require special attention during the placement.

When launched, we kindly request that you review and complete the forms promptly to ensure the smooth organisation of the Work Shadowing Placement Day.

We believe that this invaluable experience will greatly benefit your child's academic and personal growth. By participating in the Work Shadowing Placement Day, they will gain a clearer understanding of the diverse range of career options available to them.

Thank you for your ongoing support in guiding your child's educational journey. If you have any queries or concerns, please do not hesitate to contact us.

Yours sincerely,

Mrs Thakrar

Ms Morley-Smith

Careers Lead

Careers Administrator

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