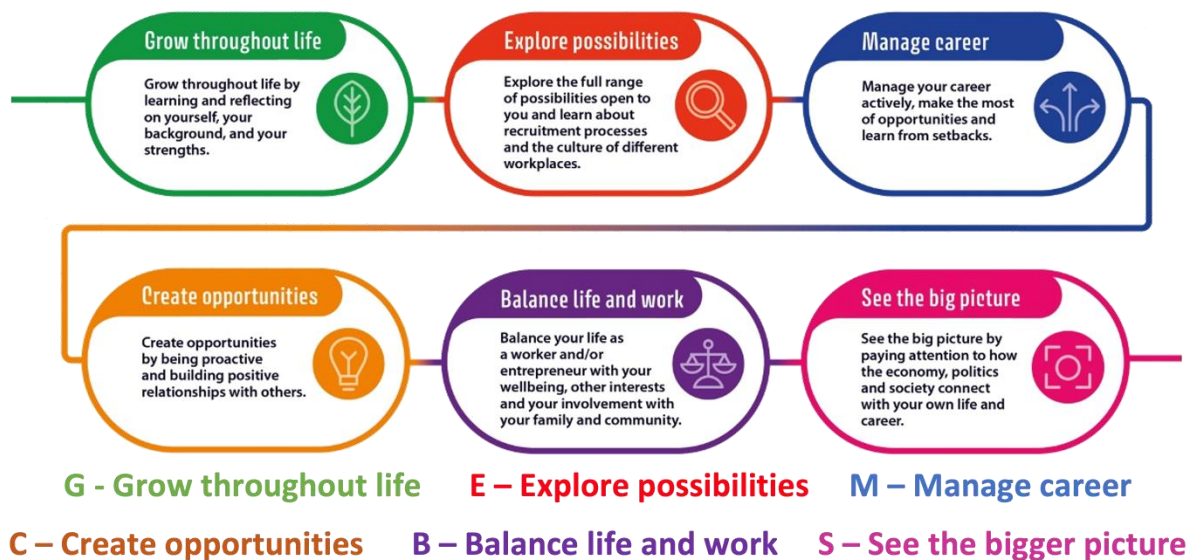


Park High School

Year 10 Work Experience

Band A: 15th to 19th June 2026

Band B: 22nd to 26th June 2026



Information Guide for Parents, Carers and current Year 10 Students

PARK HIGH SCHOOL – YEAR 10 WORK EXPERIENCE

All Year 10 students undertake a week of work experience. Students will be out on their work experience as follows:

Band A from Monday 15th – Friday 19th June 2026

Band B from Monday 22nd – Friday 26th June 2026

Preparing our students for life after Park High is a central part of what we aim to do as a school. During Year 10, students attend a one-to-one Mock Interview event in November and during the spring term students begin to have appointments with Olivia Fizzon, our independent careers adviser from Shaw Trust about their post 16 education/career options.

Work experience in Year 10 recognises the students' increasing maturity and that they may be starting to think about future careers.

Students are briefed fully in school as to what they need to do to ensure they secure a work experience placement, and that they are ready to make the most of this opportunity.

THE PURPOSE OF WORK EXPERIENCE

The purpose of work experience is to provide all students with the opportunity of experiencing first hand the realities of working life. It is an integral part of the Year 10 curriculum.

Students gain an insight into the world of work, its disciplines, and its organisation. They are afforded the opportunities to:

- Compare their career ideas with actual experiences.
- Potentially apply knowledge they have acquired at school in a work setting.
- Gain an appreciation of work attitudes and an understanding of the differences between school and work.
- Develop a range of transferable, key employability skills.

Above all, this experience should be an enjoyable one and we all look forward to hearing about their experiences upon return to school. Feedback from work experience, from both students and employers is overwhelmingly positive each year.

Work experience is what the students make it and should be a productive activity, providing an invaluable opportunity to develop students' employability, personal learning and key skills, which in turn will support them with their progression routes and the choices they make post 16.

PLACEMENT REQUIREMENTS

At Park High all students find their own work experience placement as we wish the process to reflect real life.

Students can only be out on a placement during the designated dates. Your child will attend work experience for the whole week, during the hours agreed with the employer.

All paperwork will be managed online via the Unifrog platform. Once students complete and submit the 'Student Initial Form' a series of online forms will be generated for employer and parent / carers to complete before the School can authorise the placement.

In school, the programme is administered by Mrs R Patel who will carry out further checks to ensure your child's placement has the appropriate health and safety and employer insurances in place. The quality of work experience offered will also be evaluated as we expect a meaningful experience to be had.

Please contact Mrs R Patel if you have any queries or concerns regarding work experience rpatel280.310@parkhighstanmore.org.uk

PREPARATION FOR WORK EXPERIENCE

At Park High School we have a very comprehensive preparation programme. During registration, bitesize sessions are delivered throughout the year and dedicated PSHCEe lessons are taught both in the Autumn and Summer terms.

Students have been working on their CVs since the summer term in Year 9 in preparation for the mock interview event that is taking place on Thursday 13th November 2025. All students are provided with a one-to-one interview and feedback session with an external employer from a variety of industries.

PSHCEe lessons will cover topics including letters of application, interview role play, skills for work, enterprise, making applications, searching and applying for placements and future career pathways.

In the weeks running up to work experience you child will have further lessons related to work experience covering hopes, fears and expectations of work experience, personal safety, planning their route and how to record details of the placement in their diary.

USEFUL DATES TO REMEMBER

Mock Interview Event	Thursday 13 November 2025
<u>Deadline</u> for finding a placement and uploading employer details to the Placements Tool on Unifrog	Monday 15 December 2025
Work Experience Week Band A	Monday 15 – Friday 19 June 2026
Work Experience Week Band B	Monday 22 – Friday 26 June 2026

CONTACT INFORMATION

If you have any queries, please contact

Mrs R Patel, Work Experience Administrator on
0208 952 2803 ext. 215 or rpatel280.310@parkhighstanmore.org.uk

Mrs D Foster, Careers & Employability Coordinator,
0208 952 2803 ext. 213 or dfoster4.310@parkhighstanmore.org.uk

VIRTUAL WORK EXPERIENCE

In addition to the official work experience week in the summer term, we encourage all students to participate in the many virtual opportunities available throughout the year.

Explore the below and discover a range of virtual opportunities your child can complete in addition to their work experience week next summer. Students gain a good insight into industries that may not be available in-person placements. Digital certificates are often awarded upon completion; please send these to Mrs Patel to print so students can proudly include in their Year 11 Portfolios.



Go to <https://www.springpod.com/virtual-work-experience/search> and create a free account using your Park High School email address. Explore the opportunities, register for the experience and complete. Students can sign up to multiple opportunities.



Scan this qr code to access the continuously updated **padlet**, which offers a range of available opportunities.



Go to <https://www.unifrog.org/sign-in> and login to your Unifrog account. You will find a variety of events and opportunities to sign up to.

Unifrog enables students to complete quizzes, record interactions, explore careers by subject and industry and upload documents to their Locker.



Go to <https://www.theforage.com/>

Explore careers and prepare for the job with hundreds of free job simulations designed by the world's top employers.



Go to <https://www.speakersforschools.org/>

Register for a free student account using your Park High School email address and browse for opportunities and explore the online library of inspirational talks to get on-demand content featuring tips, insights, and industry spotlights from hundreds of high-profile professionals.

FAQ's

Q. Why does my son/daughter have to do work experience?

A. Work experience is compulsory in Year 10 and intended to:-

(a) develop the skills employers are looking for e.g., communication, Information technology; the ability to improve one's own learning and performance; and working with others.

(b) encourage students to work harder at their GCSEs when they see how important education is in the workplace and to improve their grades by making use of the skills and knowledge that they have acquired.

Q. Is work experience only done at Park High School?

A. No. Work experience is carried out in nearly all secondary schools in England and is encouraged by the government as an important part of the Work-Related Learning Programme.

Q. Will my son/daughter get a job out of work experience?

A. No. This is not the purpose of work experience. Sometimes students are offered part-time jobs by their placement or told to come back and see them when they have completed their formal education.

Q. Can my son/daughter come to work with me?

A. Yes. We encourage parents to seek work placements for their child. It is often however, a more meaningful experience, if students do not work with parents or relatives to ensure a more realistic work situation.

Q. What hours can I expect my son/daughter to work?

A. It is important for students to realise and appreciate that these will probably be different to school hours. We expect students to complete a **minimum of six hours** per day to reflect the hours they spend at school.

Q. What if my child has special educational needs or a particular health problem?

A. We encourage all students to go out on placement and have a positive and meaningful experience. As such, some information may need to be shared with employers but always with parent/carer consent.

Q. Are expenses paid or lunches provided?

A. No. Employers do not pay expenses. If your child is entitled to free school meals, arrangements will be made.

Q. What happens if my child is having difficulty finding a placement?

A. Please ask them to speak to their tutors and encourage them to visit the Careers and Employability Room. Mrs Patel our Work Experience Administrator and Mrs Foster our Careers and Employability Coordinator are always happy to offer guidance and support.