

Year 10 Work Experience - Information for Parents/Carers

Monday 1st-Friday 5th July 2024

Work Experience involves the student carrying out tasks or duties, more or less like an employee would, but with the emphasis on learning about working life from the experience.

Frequently Asked Questions

Why do young people go on Work Experience?

- To gain an insight into the world of work
- To acquire employability skills
- To develop self-awareness and confidence
- To begin to understand the links between school subjects and the world of work
- To start appreciating the skills needed to succeed in the labour market

What if the placement does not match my child's career aspirations?

- Any work experience, irrespective of the occupation, can provide your child with the opportunity to acquire transferable personal skills that will be useful for the rest of their working life.

Why do students not receive any payment while on work experience?

- By the 1973 Act of Parliament, work experience is required to be a learning process and the Act therefore prohibits payment. However, in some cases the employer may offer out of pocket expenses to provide travel or lunch.

What if my child is unhappy?

- Discuss the problem with your child and if, following your discussions, your child is still worried then please contact careers through the email; helmore@chorustrust.org

What about health issues?

- It is important that the school and employer are made aware of any medical or other health issues associated with your child so that they are not placed into an unsuitable environment.

Will my child receive a visit from school whilst on Work Experience?

- During the placement a member of staff from school will contact the employer to check on the welfare of your child but we cannot guarantee a visit from a member of staff.

General Information

Brief Overview of Employers Liability Insurance

- Whilst on work placement a young person is classed as an employee and is covered by the placement provider's Employers Liability Insurance. By law, every company/organisation that

has employees must have this insurance. The placement provider has the primary responsibility for the health and safety of the young person on placement, however the school will take reasonable steps to satisfy ourselves that the employer is managing any significant risks. If the employer you have sourced for your child's work placement only has one employee, chances are they may not have Employers Liability Insurance. In this case, a discussion will be needed with the Careers and Employability Manager in school and potentially the placement will be unable to go ahead.

Legislation relating to Work Experience

- Several Acts of Parliament govern work experience, the main one being the Education (Work Experience) Act 1973. This Act states that students on approved schemes of work experience are regarded as employees from a Health and Safety perspective but must not receive any payment. The employer however can assist with expenses if they wish to do so.

How can I help my child?

- Take an interest and help them find a work placement that they would like to do.
- Make sure that all forms and paperwork are returned as quickly as possible.
- Help them to understand the goodwill shown by the employer offering the work placement.
- Help them to arrange and prepare for any interviews with the employer. It helps if they have thought about why they want to work in a particular workplace, and can come up with good reasons, if asked. It also helps if your child has done their homework about the company they are placed with. The company may have a website where you can find information.
- Help your child to be realistic about what to expect. They may well spend some time making the tea/coffee or helping with simple but essential administrative jobs such as filing or photocopying.
- Remind your child that if they find they don't understand how to do something they should always ask their designated supervisor.
- It is important to leave a good impression: a work experience student who is polite and helpful may be making contacts which will stand them in good stead later on.
- Ensure that your child attends the placement punctually.
- Please make sure that both the employer and the school are notified if the student is unable to attend their work placement.
- Inform the school of any difficulties experienced during the placement.
- Talk to them during the placement about what they are doing and how they are getting on and encourage them to complete their work placement diary.
- Encourage your child to have a positive approach to the placement, even if it isn't quite what they expected.